```vba
Sub SendFollowUpLetter()
 Dim OutApp As Object
 Dim OutMail As Object
 Dim bodyText As String

 ' Create Outlook application and mail item
 Set OutApp = CreateObject("Outlook.Application")
 Set OutMail = OutApp.CreateItem(0)

 ' Define the body of the follow-up letter
 bodyText = "Dear [Recipient's Name]," & vbNewLine & vbNewLine & _
 "I hope this message finds you well. I wanted to follow up on my
previous correspondence regarding [Subject/Issue]." & vbNewLine & _
 "I would appreciate any updates you might have." & vbNewLine & vbNewLine
& _
 "Thank you for your attention to this matter." & vbNewLine & _
 "Best regards," & vbNewLine & _
 "[Your Name]" & vbNewLine & _
 "[Your Position]" & vbNewLine & _
 "[Your Company]" & vbNewLine & _
 "[Your Contact Information]"

 ' Set up the email properties
 With OutMail
 .To = "[Recipient's Email]"
 .Subject = "Follow-Up: [Subject/Issue]"
 .Body = bodyText
 .Display ' Use .Send to send the email directly
 End With
 ' Clean up
 Set OutMail = Nothing
 Set OutApp = Nothing
End Sub
```