

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient Name]  
[Visa Application Office/Consulate Name]  
[Office Address]  
[City, State, Zip Code]

Subject: Follow-Up on YB Visa Application

Dear [Recipient Name],

I hope this message finds you well. I am writing to follow up on my YB visa application submitted on [submission date] under application number [application number].

I understand that processing times may vary, and I appreciate the effort your office puts into reviewing each application. However, I would like to kindly inquire about the current status of my application as I am eager to receive any updates.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]