

Ammu Avidi

Your Address

City, State, ZIP Code

Your Email

Date

Radha Krishna

Recipient's Position (if applicable)

Company/Organization Name (if applicable)

Recipient's Address

City, State, ZIP Code

Subject: Regarding application status

Dear Radha Krishna,

[Write the body of your letter here. Keep it clear and concise, maintaining a professional or friendly tone based on the purpose of your letter.]

Sincerely,

Ammu Avidi