

Arena

1. Name of the person or organization: <b>Dr. J. K. Singh</b>	
2. Address: <b>123 Main Street, New Delhi, India</b>	
3. Date: <b>15/08/2024</b>	
4. Subject: <b>Request for Information</b>	
5. Details: <b>I am writing to request information regarding the status of my application for the position of Senior Software Engineer at your organization. I applied on 10/07/2024 and have not received any response yet.</b>	
6. Signature: <b>Dr. J. K. Singh</b>	
7. Contact Information: <b>Phone: +91 98765 43210, Email: jksingh@example.com</b>	
8. Remarks: <b>Please provide the requested information at the earliest.</b>	