



Date: [Select Date]

Dear [Name],

Thank you for taking the time to interview me last \_\_\_\_ [day], I enjoyed learning about \_\_\_\_ [topic] and I wanted to follow up to see if any decision has been made regarding the [\_\_\_\_] position. Any updates you can share on your end would be great. Thanks!"

Sincerely,

[Full Name - Signature]

[Contact Details]

[Company Details]

*(Template idea: [careersidekick.com](https://careersidekick.com))*