

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Title/Position]

GQ Magazine

[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request the guidelines for submissions to GQ Magazine. As a passionate writer with a strong interest in [specific topics or genres relevant to GQ], I would like to understand the submission process and any specific requirements you may have.

I appreciate your time and assistance in providing this information. Thank you for considering my request, and I look forward to your response.

Sincerely,
[Your Name]