

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

[Recipient's Name]
[Position]

GQ Magazine

[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on my previous request regarding [mention the specific request, e.g., a submission, inquiry, or collaboration] that I sent on [mention the date of the original request].

I understand that you receive numerous inquiries and that it may take some time to get back to everyone. However, I am eager to hear your thoughts on the matter and would appreciate any updates you could provide.

Thank you for your attention to this request, and I look forward to your response.

Best regards,

[Your Name]