

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

[Recipient's Name]
[Recipient's Title]
[Institution/Organization Name]
[Institution Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to submit my manuscript titled "[Title of the Manuscript]" for consideration in [Journal Name]. [Briefly state the significance or purpose of the manuscript and its relevance to the journal.]

I confirm that the manuscript has not been published elsewhere and is not under consideration by any other publication. [Include any additional information or declarations as required by the journal.]

Thank you for considering my submission. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Affiliation]

[Optional: Acknowledgments or closing remarks]