

[Date]

**Comment [A1]:** Please enter the date of submission here.

[Editor's name]

[Editor's designation]

[Journal name]

**Comment [A2]:** Please enter the name and designation (e.g., Editor, Editor-in-Chief) of the journal editor.

Dear Sir/Madam,

**Comment [A3]:** Keep only "Sir" or "Madam" if that is evident from the editor's name above. Otherwise, leave as is.

I, along with my coauthors, would like to ask you to consider the attached manuscript entitled "[Title of the manuscript in bold]" for publication in [Journal name in bold] as a [Manuscript type, e.g., case report].

**Comment [A4]:** Please replace with "enclosed" if you are submitting the letter by post.

[Brief description of the aims and findings of the study will be inserted here.]

We believe that the findings of this study are relevant to the scope of your journal and will be of interest to its readership.

If it is not too much of a problem, please consider, as potential referees, \_\_\_\_\_

**Comment [A5]:** If you have some referees in mind, name them here, along with their postal addresses, phone and fax numbers, and email addresses. Otherwise, please delete this sentence.

This manuscript has not been published or presented elsewhere in part or in entirety, and is not under consideration by another journal. All study participants provided informed consent, and the study design was approved by the appropriate ethics review boards. All the authors have approved the manuscript and agree with submission to your esteemed journal. There are no conflicts of interest to declare.

**Comment [A6]:** If you choose to declare competing interests separately, replace this sentence with the following one: "Details about competing interests are provided in a separate form enclosed herewith."

I look forward to hearing from you at your earliest convenience.

Sincerely,

[Author's name]

[Affiliation]

[Postal address]

[Phone number]

[Fax number]

[Email address]

**Comment [A7]:** If you are submitting this letter in the hard copy, please insert about 4 line spaces below "Sincerely" for your signature.

**Comment [A8]:** Enter the name, affiliation, and contact details of the corresponding author.

This document & the content thereof are the intellectual property of Cactus Communications Pvt Ltd—The parent company that owns "Editage". The document is allowed to be used by Editage clients, or visitors of Editage website. Unauthorized copying & forwarding of this document is strictly prohibited and may entitle legal action as per the IP laws of the country.

Cactus Communications Pvt. Ltd., 510 Shalimar Morya Park, Link Road, Andheri (W), Mumbai 400 503, India. Tel.: +91 22 6714 8888 Fax: +91 22 6714 8884  
Email: [submitjobs@editage.com](mailto:submitjobs@editage.com) Website: <http://www.editage.com.tw>