

Scholarly Work Rights Transfer

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Recipient's Institution]

[Recipient's Address]

Dear [Recipient's Name],

I, [Your Name], hereby transfer to [Recipient's Institution / Publisher] the rights to my scholarly work titled "[Title of Your Work]," which was completed on [Completion Date]. This transfer includes the right to publish, distribute, and reproduce the work in any medium.

I affirm that I hold all necessary rights to this work and that it does not infringe upon any copyright or other rights of third parties.

Thank you for your attention to this matter. If you require any further information or documentation, please do not hesitate to contact me.

Sincerely,

[Your Name]

[Your Title]

[Your Institution]

[Your Address]

[Your Email]

[Your Phone Number]