

[Your Name]

[Your Position]

[Your Company]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Magazine Name]

[Magazine Address]

[City, State, Zip Code]

Dear [Magazine Manager's Name],

I hope this message finds you well. I am writing to inquire about the availability of advertising space in [Magazine Name]. We are interested in promoting our brand and believe that your publication aligns well with our target audience.

Could you please provide us with the following information:

- Available advertising formats and sizes
- Pricing details for each option
- Deadlines for submissions
- Distribution and readership demographics

We are eager to explore partnership opportunities and look forward to your prompt response.

Thank you for your time and consideration.

Sincerely,

[Your Name]

[Your Position]

[Your Company]