[Your Name]
[Your Position]
[Your Institution]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]
[Editor's Name]
[Journal's Name]
[Journal's Address]
[City, State, Zip Code]
Dear [Editor's Name],

We are pleased to submit our manuscript titled "[Title of Your Manuscript]" for consideration for publication in [Journal's Name]. This work represents collaborative research conducted by [Names of Collaborating Authors] from [Institutions of Collaborating Authors].

Our study addresses [briefly describe the purpose or significance of the research], and we believe that our findings will provide valuable insights into [mention the broader field or audience].

We confirm that this manuscript has not been published elsewhere and is not under consideration by any other journal. All authors have agreed on the content and submission of this manuscript.

Thank you for considering our submission. We look forward to your feedback and hope to contribute to your esteemed journal.

Sincerely,

[Your Name]
[Collaborating Author #1 Name]
[Collaborating Author #2 Name]
[and so on...]