

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Organization's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on my previous request regarding the possibility of organizing a book signing event for my latest publication, [Book Title].

Since my initial inquiry, I have received positive feedback from readers and am eager to share this work with the community. I believe that a book signing event at [Venue or Location] would be mutually beneficial and foster greater engagement.

If you have any updates or further information regarding my request, I would greatly appreciate it. Thank you for considering my proposal, and I look forward to your response.

Warm regards,

[Your Name]

[Your Title/Organization, if applicable]