

Apology for Late Manuscript Submission

Date: [Insert Date]

To: [Editor's Name]

[Journal Name]

[Journal Address]

Dear [Editor's Name],

I hope this message finds you well. I am writing to sincerely apologize for the late submission of my manuscript titled "[Manuscript Title]" originally due on [Due Date].

Unfortunately, I encountered unexpected technical difficulties that hindered my ability to submit the manuscript on time. [You may briefly describe the technical issues, e.g., "I experienced a significant software failure that corrupted my files."] Despite my best efforts to resolve the issue promptly, it took more time than anticipated.

I understand the importance of adhering to deadlines and I assure you that I am taking steps to ensure that such a situation does not occur in the future. I am committed to maintaining the standards of the journal and my research work.

Thank you for your understanding and consideration. I have attached the manuscript to this email for your review and hope you will still consider it for publication.

Sincerely,

[Your Name]

[Your Affiliation]

[Your Contact Information]