

Letter Template for Inquiring About a Discontinued Title

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Recipient's Name]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the availability of a title that appears to have been discontinued: "[Title Name]."

As an avid reader and fan of your publications, I was disappointed to learn about its discontinuation and am interested in any information regarding its past availability, reasons for the discontinuation, or any plans for reissuing it in the future.

If there are alternative titles or similar books you could recommend, I would greatly appreciate it.

Thank you for your attention to this matter. I look forward to your response.

Sincerely,

[Your Name]