

[Your Name]

[Your Position]

[Your Institution]

[Your Email]

[Date]

[Author's Name]

[Author's Address]

[Author's Email]

Dear [Author's Name],

I hope this message finds you well. I am writing to follow up on the feedback regarding your manuscript titled "[Manuscript Title]," which you submitted on [Submission Date].

As part of our review process, we would like to gather any additional insights or feedback you may have. If you have had a chance to reflect on the reviewers' comments, we would greatly appreciate your thoughts on how you plan to address them.

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

Best regards,

[Your Name]

[Your Position]

[Your Institution]