

Reprint Request for Book Chapter

Date: [Insert Date]

To: [Author's Name]

[Author's Address]

Dear [Author's Name],

I hope this message finds you well. My name is [Your Name], and I am writing to formally request permission to reprint a chapter from your esteemed book titled "[Book Title]" in an upcoming publication.

The chapter I am interested in is "[Chapter Title]" and will be used in [brief description of the context in which it will be used, e.g., an academic journal, anthology, etc.]. We believe that your work will significantly contribute to our project, and we would be honored to include it.

We will ensure that the appropriate citations and acknowledgments are made in our publication, in line with standard academic practice.

If you are amenable to this request, please let me know if there are any specific conditions or forms we need to complete. Furthermore, if there is a fee associated with the reprinting, please advise me on the same.

Thank you for considering my request. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Title]

[Your Institution/Organization]

[Your Email Address]

[Your Phone Number]