

# Author Photograph Submission

Date: [Insert Date]

[Recipient's Name]

[Recipient's Position]

[Organization/Company Name]

[Organization/Company Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to submit my author photograph for inclusion in my online author profile on [Website/Platform Name]. As requested, I have attached a high-resolution image that reflects my professional persona.

The photograph adheres to the specified guidelines and is suitable for digital display. Please let me know if you require any further information or additional images.

Thank you for your attention to this matter. I look forward to seeing my profile updated soon.

Best regards,

[Your Name]

[Your Contact Information]

[Your Website/Portfolio Link]