

# Letter of Submission

Date: [Insert Date]

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

[Librarian's Name]  
[Library Name]  
[Library Address]  
[City, State, Zip Code]

Dear [Librarian's Name],

I am writing to submit my research paper titled "[**Title of Research Paper**]" for inclusion in the library's collection. This paper addresses [briefly describe the research focus and its significance].

The paper has been conducted under the supervision of [Supervisor's Name/Department] at [Your Institution]. I believe that the findings of this research will be a valuable addition to the resources available at [Library Name].

Please find enclosed a copy of the research paper along with any supplementary materials required for your review.

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

Sincerely,  
[Your Name]  
[Your Position/Title]  
[Your Institution]