

Submission of Research Document

Date: [Insert Date]

To,
The Library Committee,
[Institution Name],
[Institution Address]

Dear Members of the Library Committee,

I am writing to formally submit my research document titled "**[Title of the Research Document]**" for your review and approval. This research aims to explore [briefly describe the purpose or topic of the research].

Enclosed with this letter, you will find a copy of my research document, along with any supplementary materials that may aid in your review process.

I appreciate your time and consideration in evaluating my work. Please feel free to contact me at [Your Contact Information] if you have any questions or require further information.

Thank you for your attention to this matter.

Sincerely,
[Your Name]
[Your Position/Title]
[Your Department]
[Your Institution Name]
[Your Contact Information]