

Follow-Up on Library Archive Access Request

Dear [Librarian's Name],

I hope this message finds you well. I am writing to follow up on my previous request for access to the online library archive submitted on [Date of Original Request].

As a [Your Position, e.g., student, researcher, etc.], accessing these resources is crucial for my work on [Briefly Describe Your Project or Research]. I would greatly appreciate any updates regarding the status of my request.

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

Best regards,
[Your Name]
[Your Contact Information]
[Your Institution]