

# Permission Inquiry for Book Chapter Publication

Date: [Insert Date]

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

[Recipient Name]  
[Recipient Title]  
[Publisher/Organization Name]  
[Publisher Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to request permission to include a chapter from [Book Title] authored by [Author's Name] in my upcoming publication titled [Your Book Title]. The specific chapter I would like to include is [Chapter Title or Number], which is scheduled to be published with [Publishing Company/University Name] in [Expected Publication Date].

The inclusion of this chapter would provide significant value to my work, as it relates directly to the themes I explore in my publication. I would of course give full credit to the original work, including appropriate citations and acknowledgments.

If you grant permission, please let me know if there are any specific requirements or conditions you would like me to follow. I am more than willing to comply with any terms you may have regarding this request.

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

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