

# Inquiry About Reserved Titles

Date: [Insert Date]

To: [Library Name]

[Library Address]

Dear [Librarian's Name],

I hope this message finds you well. I am writing to inquire about the titles that I have reserved at your library. I would like to confirm their availability and the expected date for pick-up.

The titles I have reserved are:

- [Title 1]
- [Title 2]
- [Title 3]

If possible, could you please provide me with an update on these titles? I appreciate your assistance and look forward to your prompt response.

Thank you very much for your help.

Sincerely,

[Your Name]

[Your Contact Information]