

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Editor's Name]

[Journal Name]

[Journal Address]

[City, State, Zip Code]

Dear [Editor's Name],

I am writing to formally withdraw my manuscript titled "[Manuscript Title]," which was submitted to [Journal Name] on [Submission Date].

Due to personal reasons, I am unable to continue with the publishing process at this time. I appreciate your understanding in this matter.

Thank you for your consideration.

Sincerely,

[Your Name]