

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request confirmation of the upcoming royalty payment dates for my authored works as per our agreement.

Specifically, I would appreciate it if you could provide me with the scheduled dates for the upcoming payments, as well as any relevant details regarding the calculation and distribution process.

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

Best regards,
[Your Name]
[Your Address]
[Your Email]
[Your Phone Number]