

# Author Royalty Agreement Clarification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Publishing Company Name]

[Publishing Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to request clarification regarding certain terms of the Author Royalty Agreement dated [Insert Agreement Date] that I entered into with [Publishing Company Name].

Specifically, I would like to clarify the following points:

- **Royalty Rate:** I would appreciate an explanation of the current royalty rate applied to my work.
- **Payment Schedule:** Could you provide details on the payment schedule and the frequency of payments?
- **Reserved Rights:** I would like to understand the extent of rights reserved by both parties under the agreement.

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

Sincerely,

[Your Name]