

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

## **Subject: Confirmation of Participation in Special Issue**

Dear [Recipient's Name],

We are pleased to confirm your participation in the upcoming special issue of [Journal Name] titled "[Special Issue Title]." Your contribution titled "[Title of Your Contribution]" has been accepted for publication, and we are excited to include your work.

The special issue is scheduled for publication on [Publication Date], and we kindly ask that you review the following deadlines and guidelines:

- Final Manuscript Submission: [Insert Deadline]
- Review Period: [Insert Date Range]
- Notification of Acceptance: [Insert Date]

Please confirm your participation by replying to this email by [Insert Confirmation Deadline]. If you require any further information, do not hesitate to contact us.

Thank you for your valuable contribution, and we look forward to a successful collaboration.

Sincerely,

[Your Name]

[Your Position]

[Organization Name]

[Contact Information]