

Dear [Reviewer's Name],

I hope this message finds you well. I am writing to kindly remind you about the review of the paper titled "*[Paper Title]*" submitted for the [Conference Name], scheduled to take place on [Date].

As the submission deadline is approaching, we would greatly appreciate your feedback and insights on the paper to ensure that the review process proceeds smoothly.

Please let us know if you need any additional information or if there are any issues that we can assist you with.

Thank you for your invaluable contribution to the conference. We look forward to hearing from you soon.

Best regards,  
[Your Name]  
[Your Position]  
[Conference Name/Organization]  
[Contact Information]