

Dear [Editor's Name],

I hope this message finds you well. I am writing to kindly request a revision of my submitted article titled "[*Article Title*]" (Submission ID: [ID]), which was submitted on [Submission Date]. After reviewing the formatting guidelines and the manuscript, I have noticed a few adjustments that need to be made to better align with the journal's standards.

Specifically, I would like to request the following formatting adjustments:

- Adjusting the font to [desired font]
- Ensuring consistent margin sizes of [specify margins]
- Aligning all headings to [specify alignment]
- Revising the reference style to conform with [specific style]

I appreciate your understanding and assistance in this matter. Please let me know if you need any additional information or if there are specific deadlines for these changes.

Thank you for considering my request. I look forward to your prompt response.

Best regards,

[Your Name]

[Your Affiliation]

[Your Contact Information]