Letter to Authors Regarding Formatting Requirements

Date: [Insert Date]

Dear [Author's Name],

We are pleased to inform you that your paper titled "*[Paper Title]*" has been accepted for consideration. To ensure uniformity and adherence to our publication standards, we kindly ask you to follow the formatting requirements outlined below:

Formatting Guidelines:

- Font: Times New Roman, 12 pt
- Line Spacing: Double-spaced
- Margins: 1 inch on all sides
- Page Numbering: Bottom right corner, starting from the introduction
- Title Page: Include title, author(s), affiliation(s), and corresponding author's email
- References: Use APA/MLA citation style (choose one as per the journal's requirement)
- Figures and Tables: Must be included at the end of the manuscript with proper captions
- Word Count: [Specify limit, e.g., Maximum 8,000 words]

We request that you submit your revised manuscript by [Insert Deadline Date]. If you have any questions regarding the formatting or submission process, please do not hesitate to reach out.

Thank you for your cooperation.

Sincerely,
[Your Name]
[Your Position]
[Institution/Organization Name]
[Contact Information]