

Request for Expedited Ethics Review

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Institution/Organization Name]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request an expedited review of our research project titled "[Project Title]." This study aims to [briefly describe the purpose of the research]. Due to [reason for expedited review, e.g., time-sensitive nature of the research], we believe it is critical to obtain approval as soon as possible.

The research involves [briefly describe the methodology and any relevant details]. We have taken all necessary precautions to ensure that the rights and well-being of participants are prioritized and safeguarded throughout the process.

We kindly ask for your support in facilitating the expedited review to meet our urgent timeline. The estimated date we hope to commence the study is [insert date].

Thank you for considering our request. I am happy to provide any additional information or documentation required to assist in this process. Please feel free to contact me at [your phone number] or [your email address].

Sincerely,

[Your Name]

[Your Title]

[Your Institution/Organization]

[Your Address]

[City, State, Zip Code]