

Conflict of Interest Disclosure Letter

Date: [Insert Date]

To: [Recipient Name]

Institution: [Institution Name]

Position: [Recipient Position]

Address: [Recipient Address]

Dear [Recipient Name],

I am writing to disclose any potential conflicts of interest related to my ongoing research project titled "[Project Title]." In accordance with [Institution/Organization's Name] policy and ethical guidelines, it is important to be transparent regarding any financial or personal relationships that could influence my research.

1. Financial Interests:

[List any relevant financial interests, e.g., grants, consultancies, stock ownership, etc.]

2. Personal Relationships:

[Identify any personal relationships that may pose a conflict, e.g., collaborations with friends or family, etc.]

3. Other Interests:

[Include any additional conflicts not covered above.]

I affirm my commitment to conducting ethical research and will take all necessary steps to manage any potential conflicts. Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Institution]

[Your Contact Information]