

Supplementary Material Evaluation Status Update

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Update on Supplementary Material Evaluation Status

Dear [Recipient's Name],

I hope this message finds you well. I am writing to provide you with an update regarding the evaluation status of the supplementary materials submitted on [Insert Submission Date].

As of today, the evaluation process is currently in progress. Our team has made significant progress in reviewing the submitted materials, and we anticipate the completion of the evaluation by [Insert Estimated Completion Date].

If any additional information or clarification is needed during this process, please do not hesitate to reach out.

Thank you for your patience and understanding. I will keep you updated on any further developments.

Best regards,

[Your Name]

[Your Position]

[Your Institution/Organization]

[Your Contact Information]