

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Date]

[Editor's Name]

[Journal Name]

[Journal Address]

[City, State, Zip Code]

Dear [Editor's Name],

I hope this message finds you well. I am writing to inquire about the status of my manuscript titled "[Manuscript Title]" (Manuscript ID: [Manuscript ID]), which was submitted on [Submission Date].

As it has been [time duration] since the submission, I would appreciate any updates regarding its review process.

Thank you for your attention to this matter. I look forward to your response.

Sincerely,

[Your Name]