

[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]," which I submitted on [Submission Date]. The manuscript ID is [Manuscript ID].

I understand that the review process can take time, but I would appreciate any updates you can provide regarding its progress.

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

Sincerely,

[Your Name]

[Your Institution]