

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Company/Organization Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on my previous inquiry regarding the acquisition of illustration rights for [specific work or project name]. I wanted to see if there have been any developments or if you require any additional information from my end.

Understanding the importance of timely decisions, I am keen to ensure that everything is in place for a potential collaboration. Please let me know if there are any updates or if we can arrange a time to discuss this further.

Thank you for your attention, and I look forward to your response.

Sincerely,

[Your Name]