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Dear [Recipient's Name],

I am writing to formally request permission to reuse content from my previous manuscript titled "[Original Manuscript Title]," published in [Journal Name] on [Publication Date].

The specific content I would like to reuse includes [describe the content, e.g., figures, tables, excerpts], which appears on pages [page numbers]. This material will be included in my upcoming manuscript titled "[New Manuscript Title]," intended for submission to [New Journal Name].

I believe that reusing this content will enhance the clarity and impact of my new manuscript. I will, of course, provide appropriate attribution and acknowledgments as per your guidelines.

Thank you for considering my request. I look forward to your prompt response.

Sincerely,
[Your Name]
[Your Affiliation]