

# Inquiry Regarding Dual Submission Policy

Dear [Co-author's Name],

I hope this message finds you well. I am reaching out to discuss our ongoing work titled "*[Title of the Manuscript]*" that we are preparing for submission.

Before we proceed with the submission process, I wanted to confirm our understanding of the dual submission policy. As we prepare to submit our manuscript, it is crucial that we ensure compliance with ethical standards regarding simultaneous submissions to multiple journals.

Could we clarify our position regarding this policy? Specifically, I would like to know:

- Have we submitted this manuscript or a similar one to any other journal?
- Are we in agreement that this manuscript will only be submitted to [Target Journal Name]?

Thank you for addressing this important matter. I look forward to hearing your thoughts.

Best regards,

[Your Name]  
[Your Institution]  
[Your Email]  
[Your Phone Number]