

# Institutional Review Board Submission Letter

Date: [Insert Date]

[Recipient Name]

[Institutional Review Board Name]

[Institution Name]

[Institution Address]

Dear [Recipient Name],

We are pleased to submit our study protocol for review by the Institutional Review Board. The study titled "[**Study Title**]" aims to [briefly describe the purpose of the study].

Attached to this letter, you will find the following documents for your consideration:

- Study Protocol
- Informed Consent Form
- Recruitment Materials
- Data Collection Instruments

The proposed study will involve [describe the participant population and recruitment process]. We believe that this research could provide valuable insights into [mention any relevant field or topic].

We appreciate your consideration of our submission and are looking forward to your feedback. Should you require any further information, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Institution]

[Your Address]