GALA JOURNAL OF APPLIED SCIENCES

Official Author Document Suite (A.1)

4. Cover Letter Template

[Date]

To: The Editor-in-Chief

GALA Journal of Applied Sciences

Re: Manuscript Submission – [Insert Title of Manuscript]

Dear Editor-in-Chief,

I am submitting our original research manuscript titled **"[Insert Title of Manuscript]"** for consideration for publication in the *GALA Journal of Applied Sciences*.

Summary of Research & Significance:

[Provide 2–3 sentences summarizing main objectives, novel findings, and relevance to the journal's readership.]

Author Warranties:

- This manuscript has not been published previously and is not under consideration by any other journal.
- All listed authors have read and approved the final version and agree to its submission.
- Ethical guidelines have been strictly followed.

Suggested Reviewers (Optional):

1. [Name, Title, Institution, Email]
2. [Name, Title, Institution, Email]

Sincerely,

[Corresponding Author Name]

[Title / Academic Rank]

[Department / Institution]

[Email Address]