

## Sample permissions request letter

Dear Dr. Johnson,

I write to request permission to reprint the following materials from your 1993 book for SomePress, entitled *Tibetan monks*:

Illustration 3.1 on page 85;  
Table 4.8 on page 101.

The material will appear in a forthcoming publication of Cambridge Scholars Publishing:

John Blackwell (ed.), *Appearances and Customs in Tibetan Youth Culture*.

The expected date of publication is 2009, and the anticipated initial print run is still undecided but shall be no more than 500.

The material is to appear as in the original, with the exception of the deletion to be made in the last line of Table 4.8.

This request is for nonexclusive world rights. If you do not hold these rights, I should be grateful if you would refer me to the holder(s).

For any further information from the publisher, Cambridge Scholars Publishing can be contacted at 12 Back Chapman Street, Newcastle upon Tyne NE6 2XX or by email at [admin@c-s-p.org](mailto:admin@c-s-p.org).

Sincerely yours,

John Doe