

SAMPLE PERMISSION LETTER FOR DISSERTATIONS

[letterhead stationery or return address]

[Date]

[Name and address of addressee]

Dear _____:

[Optional beginning sentence: This letter will confirm our recent telephone conversation/e-mail exchange.] I am completing a doctoral dissertation at the University of Pittsburgh entitled "_____." I would like your permission to reprint in my dissertation excerpts from the following:

[Insert full citation and description of the original work.]

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Sincerely,

[Your name and signature]

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