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<Date>

Dear <Salutation>:

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I am requesting permission to include the following excerpt(s) from your <publication(s)/website/film/etc.> in my online educational resource:

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[Example: Title, Author(s), Editor(s), ISBN/ISSN, Publication Date, Page range(s),

URL, Selection(s), Excerpt Title, etc.]

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Sincerely,

[Firstname] [Lastname]

[Title]

**AUTHORIZATION**

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