

## **Content of the Cover Letter**

- ✚ Title of manuscript
- ✚ Full name and affiliations of authors
- ✚ Indication and reachable address of corresponding author
  
- ✚ Name and reachable address (preferably email also) of Potential Reviewers as well as indication that they have no relation with the listed Potential Reviewers
  
- ✚ Explanation of why the manuscript is appropriate for publication in this Journal

**Signed by the Principal Author on behalf of all the authors**

## **Format of the Cover Letter**

To,  
The Editor  
Banking Journal

Dear Editor,

### **Subject: Manuscript Submission**

I / We hereby submit our manuscript titled "Title of Manuscript" written by "Full Name and Affiliations of Authors". Please forward any communication to "Name and Reachable Address of Corresponding Author".

We think that the "Explanation of why the Manuscript is appropriate for publication in this Journal". The manuscript is "Total Word Count" in length and the abstract is "Word Count for Abstract" in length and hence complies with the limitation set by the journal. We consider following persons to be expert on the field related to our manuscript "Name and Reachable Address (preferably email also) of Potential Reviewers". We assure that none of the listed potential referees are in any kind of relation with the authors.

On behalf of all the authors I assure that "All authors have seen and agree to the submitted version as well as publication in this journal upon acceptance". I also assure that "Manuscript content is not unlawful or breach any obligation and pledge of secrecy".

I hope for considering publication of our manuscript in your Journal. Thank you.

Sincerely Yours,

**Name of Principal Author\***

\* Signed by the Principal Author on behalf of all the authors