

Dear Sir or Madam:

I am a student at the Department of Translation and Interpretation Studies at Chang Jung Christian University in Tainan, Taiwan. As part of our graduation requirement, we have to translate a book that has no Chinese translation. We would like to request authorization to translate [Insert Book Name](#). The translation is for academic purposes and not for commercial gains.

If you have any questions, please contact me. I look forward to an affirmative answer from you at your earliest convenience. Thank you.

Sincerely,

Your Name