

[Your Name]
[Your Address]
[City, State ZIP]
[Email Address]
[Phone Number]
[Date]

[Editorâ€™s Name]
[Publication Name]
[Publication Address]
[City, State ZIP]

Dear [Editorâ€™s Name],

I am submitting an original op-ed for your consideration, entitled â€œ[Title of the Op-Ed].â€

[Brief introduction: In 1-2 sentences, explain what your op-ed is about and why it is timely/relevant to the publication.]

[One short paragraph outlining your main argument and a compelling reason readers should care.]

The op-ed is approximately [Word Count] words and has not been published elsewhere. I have included a copy below for your convenience. Please let me know if you need any additional information.

Thank you for your time and consideration.

Sincerely,
[Your Name]
[Brief bio, if required]

Op-Ed Submission:
[Title of the Op-Ed]

[Paste or type your full op-ed here.]