

二次出版許諾請求レターと許諾回答文の一例

Example of a request for the secondary publication

[Letter to the publisher or the editorial office]

XXX XX, 20XX

(Publisher or editorial office of the primary document)

XXXXXXXXXX

Editorial Office of XXXXXXXXXXXXXXXXXXXX

Dear XXXXXXXX:

Our manuscript ([the first author] *et al.*) entitled “[name of the document]”, has been published in the recent issue of [name of the journal for the primary document] ([number of the issue]: [number of the pages], [year]).

We have a request to editorial office of the journal. We would like to translate the primary document written in English to a document in Japanese as a secondary publication. We know, in general, an author should not submit a previously published paper for consideration in another journal. However, we also know that publication of some kinds of articles (e.g. translations) in more than one journal is sometimes justifiable, provided certain conditions are met (International Committee of Medical Journal Editors; www.icmje.org).

We would like to submit the document translated in Japanese to the *Journal of Fukuoka Dental College*, a domestic journal quarterly published by the editorial office in our college. The audience for the journal belongs to a specific research area. They are teachers, basic researchers and dentists who work in our dental college and hospital, or persons who graduated from our college or the school of dentistry. Therefore, it is completely different from the audience for the primary publication.

We would appreciate if you could agree to our submission of a Japanese version of the manuscript, and upon acceptance, we will publish it as the secondary publication in the *Journal of Fukuoka Dental College*. We hereby certify that the secondary publication reflects the same data and interpretation of the primary document, and the primary reference is cited in the secondary publication.

Thank you for your kind consideration on this matter.

Sincerely yours,

[your signature]

[your name in print]

(address of the institution)

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Sawara-ku, Fukuoka 814-0193, JAPAN

Tel: 81-92-801-0411 Ext.XXX, Fax: 81-92-XXX-XXXX,

E-mail: XXXXX@college.fdcnet.ac.jp

[Response from the editorial office]

XXX XX, 20XX

[Journal name]

To Dr. XXXXX

[name of the journal for the primary document] , [number of the issue]: [number of the pages], [year]

Thank you for your message received on XXX XX, 20XX. Permission is granted for translation of the document listed above to Japanese, for a specific research area, based on the conditions outlined in your message.

Yours sincerely,

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