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Baishideng Publishing Group's guide for authors to request withdrawal of

a manuscript

Although rare, during the manuscript publishing process and after the publication of manuscripts, some authors are faced with the need to request Baishideng Publishing Group (Baishideng) to withdraw their manuscript due to their own reasons. The choice to request a manuscript withdrawal is not a light one, as it causes great loss to both the authors and Baishideng. In recognition of this weighty decision, Baishideng carefully evaluates any author-initiated manuscript withdrawal request based upon the principles of respecting and understanding the details provided with the request. As such, approval

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**1 Signatures of all authors:** Please provide the written request form signed by all authors

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**2 Writing a retraction note:** For a manuscript that has been officially published online, all

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Web of Science, PubMed, nor PubMed Central databases. The guideline for writing a

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retraction note can be found at: <a href="https://www.wjgnet.com/bpg/GerInfo/296">https://www.wjgnet.com/bpg/GerInfo/296</a>.

**3 Manuscript status and amount of compensation:** For a manuscript that is in the process of publishing and has not been officially published online, Baishideng's peer reviewers, editorial board members, science editors, language editors, and production editors have already spent much time and energy on it. The withdrawal of such a manuscript will cause a heavy loss to Baishideng. Therefore, according to the extent of use of resources in the manuscript publishing process, Baishideng requires the authors who request the withdrawal to pay corresponding compensation. Only if the authors pay the corresponding fee within 28 days after receiving the payment notice will the editorial office withdraw the manuscript.

## The specific policy and compensation amount are as follows:

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4 Withdrawal process and author blacklist: Once the authors complete the withdrawal process, Baishideng will immediately withdraw the manuscript and notify all of its authors by email. If the authors fail to complete the withdrawal process within 28 days, all of the authors will be blacklisted by Baishideng; this action includes all of Baishideng's journals, which will not accept any contributions from the team which the authors belong to. In addition, a team of lawyers will be activated to recover the compensation.

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