Order Change Confirmation

Dear [Customer Name],

Thank you for reaching out to us regarding your recent order. We are writing to confirm that we have successfully processed your request to change your order.

Your new order details are as follows:

Order Number: [Order Number]Items Ordered: [List of Items]

• New Delivery Date: [New Delivery Date]

If you have any questions or need further assistance, please don't hesitate to contact us.

Thank you for your understanding.

Sincerely,
[Your Company Name]
[Contact Information]