

Delivery Update Notification

Dear [Recipient's Name],

We hope this message finds you well. We are writing to inform you of a change in the timeline for your delivery originally scheduled for [original delivery date].

Please note that your new delivery date is now set for [new delivery date]. We apologize for any inconvenience this may cause and appreciate your understanding as we work to ensure your order arrives safely.

If you have any questions or require further assistance, please do not hesitate to reach out to our customer service team at [customer service email] or [customer service phone number].

Thank you for your patience and understanding.

Sincerely,

[Your Company Name]

[Your Company Contact Information]