

# Dear [Customer's Name],

We hope this message finds you well. We are writing to inform you about the delay in the repair of your garage door, originally scheduled for [original date].

Unfortunately, we have encountered unforeseen circumstances, including [briefly explain reasons, e.g., supply chain issues, technician availability], which have impacted our ability to complete the repair on time.

We understand how important your garage door is for your daily routine and appreciate your patience during this time. We are actively working to resolve these issues and anticipate being able to complete the repair by [new estimated date].

If you have any questions or concerns, please do not hesitate to contact us at [contact information]. Thank you for your understanding and support.

Sincerely,  
[Your Name]  
[Your Position]  
[Company Name]  
[Contact Information]