

Backorder Shipment Status Update

Dear [Customer Name],

We are writing to inform you about the current status of your backordered item(s) from your recent order #[Order Number].

Your backorder includes the following item(s):

- [Item Name 1] - [Quantity]
- [Item Name 2] - [Quantity]

As of today, your item(s) are expected to ship by [Expected Ship Date]. We apologize for the inconvenience and appreciate your patience as we work to fulfill your order.

If you have any questions or need assistance, please do not hesitate to reach out to our customer service team at [Customer Service Phone Number] or [Customer Service Email].

Thank you for your understanding!

Sincerely,

[Your Company Name]

[Your Company Contact Information]