

Notification of Delayed Backordered Item

Dear [Customer's Name],

Thank you for your recent order with us. We regret to inform you that one of the items in your order, [Item Name], is currently on backorder and has been delayed.

We understand that this may be inconvenient, and we are making every effort to expedite the fulfillment of your order. The anticipated delivery date for the backordered item is [Estimated Delivery Date].

Your order details are as follows:

- Order Number: [Order Number]
- Item: [Item Name]
- Quantity: [Quantity]

Please rest assured that we will keep you updated on the status of your order and will notify you as soon as the item becomes available.

If you have any questions or wish to modify your order, please do not hesitate to contact our customer service team at [Customer Service Phone Number] or [Customer Service Email].

We appreciate your understanding and patience in this matter.

Sincerely,

[Your Company Name]

[Your Company Contact Information]