

# Freight Service Delay Notification

Dear [Stakeholder's Name],

We are writing to inform you of a delay in our freight service that may affect your shipments.

Due to [brief reason for the delay, e.g., unforeseen weather conditions, operational challenges], we are experiencing disruptions in our scheduled deliveries. We anticipate that this delay will affect shipments scheduled from [start date] to [end date].

We are actively working to resolve the issue and minimize disruptions. Our team is committed to keeping you informed throughout this process. We will provide updates as soon as more information is available.

Thank you for your understanding and continued partnership. If you have any questions or require further assistance, please do not hesitate to reach out to us.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Contact Information]