

# Installation Delay Notification

Dear [Customer Name],

We hope this message finds you well. We are writing to inform you about a delay in the installation of your telecom services originally scheduled for [Original Installation Date].

Due to [reason for delay], we are unable to complete the installation on the previously agreed date.

We sincerely apologize for any inconvenience this may cause and are working diligently to resolve the issue as quickly as possible. We anticipate that the installation can be rescheduled to [New Installation Date].

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

Thank you for your understanding and patience in this matter.

Sincerely,

[Your Name]

[Your Title]

[Telecom Company Name]

[Telecom Company Contact Information]