

Important Shipment Delay Notification

Dear [Customer Name],

We hope this message finds you well. We are writing to inform you about an unexpected delay in the shipment of your order #[Order Number].

Due to [reason for delay], your shipment is now expected to arrive on [new estimated delivery date]. We understand how important this order is to you and sincerely apologize for any inconvenience this may cause.

We are actively working to resolve this issue and ensure your order reaches you as soon as possible. You can track the status of your shipment using the following link: [tracking link].

If you have any further questions or require assistance, please do not hesitate to contact our customer service team at [contact information].

Thank you for your understanding and patience during this time.

Best regards,

[Your Company Name]

[Your Company Contact Information]