

Notification of Shipment Postponement

Dear [Customer's Name],

We hope this message finds you well. We are writing to inform you that your recent order #[Order Number], placed on [Order Date], is currently delayed due to an unexpected out-of-stock situation.

We understand the inconvenience this may cause and are actively working to resolve the issue. The new estimated shipment date for your order is [New Estimated Date].

We appreciate your patience and understanding regarding this matter, and we assure you that we are doing everything possible to expedite your order.

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

Thank you for your understanding.

Best regards,

[Your Company's Name]