

Follow-Up Letter: Shipping Delivery Issue

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on my previous inquiry regarding the shipping delivery issue I encountered with my order #[Order Number] placed on [Order Date].

As mentioned in my previous correspondence, the expected delivery date has passed, and I have not yet received my order. It is vital for me to know the current status of my shipment to make necessary arrangements.

Could you please provide an update on the delivery status? I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]