

# Urgent Escalation: International Freight Shipment

Date: [Insert Date]

To: [Recipient's Name]

Company: [Recipient's Company]

Address: [Recipient's Address]

Dear [Recipient's Name],

I am writing to escalate the urgent matter regarding our international freight shipment, tracking number [Insert Tracking Number]. The shipment was scheduled for delivery on [Insert Expected Delivery Date], and we have not yet received confirmation of its arrival.

This delay poses significant challenges to our operations, and we require immediate assistance to resolve this issue. Please provide an updated status of the shipment and any actions being taken to expedite its delivery.

Thank you for your prompt attention to this matter. I look forward to your swift response.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]