

Urgent International Shipment Escalation Request

Date: [Insert Date]

To: [Recipient's Name]

Company: [Recipient's Company]

Address: [Recipient's Address]

Dear [Recipient's Name],

I am writing to escalate a critical issue regarding our international shipment originally scheduled for delivery on [Insert Original Delivery Date]. Unfortunately, we have not yet received the shipment, and it has exceeded the expected timeline.

Details of the shipment are as follows:

- **Tracking Number:** [Insert Tracking Number]
- **Origin:** [Insert Origin]
- **Destination:** [Insert Destination]
- **Contents:** [Insert Description of Contents]

This delay is causing significant disruption to our operations, and we urgently request your assistance in locating the shipment and providing an updated delivery timeline. We appreciate your prompt attention to this matter and look forward to your swift response.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]