

Dear Valued Customer,

We hope this message finds you well. We are writing to clarify our shipping process to ensure you have a smooth experience when ordering from us.

Shipping Process Overview

1. **Order Confirmation:** Once your order is placed, you will receive a confirmation email.
2. **Processing Time:** Orders are typically processed within 1-3 business days.
3. **Shipping Methods:** We offer several shipping options for your convenience:
 - Standard Shipping
 - Express Shipping
 - International Shipping
4. **Tracking Your Order:** After your order is shipped, you will receive a tracking number via email.

Estimated Delivery Times

Delivery times may vary based on your location and the shipping method selected. Please refer to the following:

- Domestic: 3-7 business days
- International: 7-21 business days

Contact Us

If you have any questions regarding your order, please do not hesitate to contact our customer service team at customer.service@example.com.

Thank you for choosing us!

Sincerely,
Your Company Name