

Follow-Up on Incorrect Order Dispatch

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on the incorrect order that was dispatched to me on [Order Date]. The order number is [Order Number].

As mentioned in my previous correspondence, I received [describe the incorrect item(s)], instead of [describe the correct item(s) that were supposed to be received].

I would appreciate it if you could provide an update on the resolution of this issue and the expected timeline for receiving the correct items. I look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,
[Your Name]
[Your Contact Information]