

Alert: Wrong Furniture Assembly Issue

Dear [Recipient's Name],

We hope this message finds you well. We are writing to inform you of an issue regarding the assembly of your recent furniture order, [Order Number]. It has come to our attention that the assembly has not been completed as per the provided instructions.

We understand that this may cause inconvenience, and we would like to rectify the situation as soon as possible. To ensure that your furniture is assembled correctly, please follow the steps below:

1. Review the assembly instructions enclosed with the delivery.
2. If discrepancies are found, please take note of the items requiring reassembly.
3. Contact our customer service at [Customer Service Number] or [Customer Service Email] for further assistance.

Thank you for your understanding and cooperation. We value your feedback and are committed to resolving this matter swiftly.

Sincerely,

[Your Name]

[Your Position]

[Company Name]