

Letter of Disagreement Regarding Expected Delivery Date

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to express my disagreement regarding the expected delivery date of my recent order, [Order Number], placed on [Order Date].

According to my understanding and our prior communication, the expected delivery date was set for [Original Expected Date]. However, I have recently been informed that the delivery has been pushed back to [New Expected Date]. This change has caused significant inconvenience as I had made arrangements based on the original timeline.

Could you please provide clarification on the reasons for this delay and any possible solutions to expedite the process? I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your understanding.

Sincerely,

[Your Name]