

Shipping Schedule Complaint

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To Whom It May Concern,

I am writing to formally express my dissatisfaction regarding the shipping schedule related to my recent order, #[Insert Order Number].

According to the information provided at the time of purchase, the expected delivery date was [Insert Expected Delivery Date]. However, my package has not yet arrived, and tracking information indicates that it is delayed without a clear reason.

This situation has caused significant inconvenience, and I would appreciate any updates you can provide on the status of my shipment. It is essential to me that the order is delivered promptly.

Thank you for addressing this matter. I look forward to your swift response.

Sincerely,

[Your Name]