

# Request for Update on Shipment Tracking

Dear [Vendor's Name],

I hope this message finds you well. I am writing to kindly request an update on the tracking status of our recent shipment, order number [Order Number], placed on [Order Date].

As we are keenly awaiting the arrival of the goods, any information you could provide regarding the current status and expected delivery date would be greatly appreciated.

Thank you for your attention to this matter. I look forward to your prompt response.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]