

Hardware Delivery Notification

Date: [Insert Date]

To: [Recipient Name]

Company: [Recipient Company]

Address: [Recipient Address]

Email: [Recipient Email]

Dear [Recipient Name],

We are pleased to inform you that your order of hardware has been shipped and is on its way to your designated address. Below are the details of your shipment:

- Order Number: [Insert Order Number]
- Shipment Tracking Number: [Insert Tracking Number]
- Expected Delivery Date: [Insert Expected Delivery Date]
- Shipping Method: [Insert Shipping Method]

Please ensure that someone is available to receive the shipment upon arrival. If you have any questions or require further assistance, do not hesitate to contact us at [Insert Contact Information].

Thank you for your business!

Sincerely,

[Your Name]

[Your Position]

[Your Company]