

Letter of Explanation for Book Production Setback

Date: [Insert Date]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inform you about an unforeseen delay in the production of my upcoming book, titled "[Book Title]." Due to [briefly explain reason for the setback, e.g., unexpected editing challenges, supply chain issues, etc.], the scheduled release has been postponed.

I understand that this may cause inconvenience, and I sincerely apologize for any disruption this may bring. I assure you that I am working diligently with my team to resolve these issues and ensure that the quality of the book meets the expectations of our readers.

The new anticipated release date is [Insert New Release Date]. I appreciate your patience and understanding during this time.

Thank you for your support, and I look forward to sharing the finished work with you soon.

Warm regards,

[Your Name]

[Your Contact Information]

[Your Publisher/Organization Name]