

Notification of Updated Lead Time

Dear [Recipient's Name],

We hope this message finds you well. We are writing to inform you of an update regarding the lead time for your recent order with us.

The new estimated lead time is now [New Lead Time]. We apologize for any inconvenience this may cause and appreciate your understanding as we work to fulfill your order as swiftly as possible.

If you have any questions or need further assistance, please do not hesitate to contact us.

Thank you for your continued support.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]