

Update on Pending Software Installation

Dear [Recipient's Name],

I hope this message finds you well. I am writing to provide you with an update regarding the pending software installation that was scheduled for [insert date].

As of today, we are still in the process of finalizing the installation. The following tasks are currently in progress:

- Completing final configurations
- Conducting testing procedures
- Preparing user documentation

We anticipate that all tasks will be completed by [insert anticipated completion date]. I will keep you updated on our progress and alert you as soon as the installation is complete.

Thank you for your patience and understanding. If you have any questions or require further information, please feel free to reach out.

Best regards,

[Your Name]

[Your Position]

[Your Contact Information]