

Notice of Rescheduled Delivery

Dear [Recipient's Name],

We hope this message finds you well. We are reaching out to inform you that your delivery originally scheduled for [Original Date] has been rescheduled.

Your new delivery date is now set for [New Date]. We apologize for any inconvenience this may cause and appreciate your understanding in this matter.

Please feel free to contact us at [Your Contact Information] if you have any questions or require further assistance.

Thank you for your patience.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]