

# Customer Service Inquiry

Dear [Customer Service Team/Specific Name],

I hope this message finds you well. I am writing to inquire about my recent order (#123456) placed on [Order Date]. I have not yet received my package, which was scheduled for delivery on [Expected Delivery Date].

Could you please provide me with an update on the status of my order? I would appreciate any information regarding tracking or potential delays.

Thank you for your assistance. I look forward to your prompt response.

Best regards,  
[Your Name]  
[Your Email Address]  
[Your Phone Number]