

Notice of Product Delivery Delay

Dear [Customer Name],

We hope this message finds you well. We are reaching out to inform you about an update regarding your recent pre-order of [Product Name].

Due to unforeseen circumstances, including [brief explanation of the delay, e.g., supply chain issues, increased demand], the delivery of your order has been delayed. We understand how important this product is to you, and we sincerely apologize for any inconvenience this may cause.

We are actively working to resolve these issues and expect to have your order shipped by [New Estimated Delivery Date]. You will receive tracking information as soon as your order has been dispatched.

Thank you for your patience and understanding in this matter. If you have any questions or concerns, please do not hesitate to contact our customer service team at [Customer Service Email/Phone Number].

Warm regards,

[Your Company Name]

[Your Company Contact Information]