

Update on Your Order Delivery Schedule

Dear [Customer Name],

We are reaching out to provide you with an update on the delivery schedule for your recent order, #[Order Number].

Your order is currently being processed, and we expect it to be dispatched by [Dispatch Date]. Once shipped, you will receive a tracking number to monitor your delivery.

If you have any questions or need assistance, please feel free to contact our customer service team at [Customer Service Email] or [Customer Service Phone Number].

Thank you for your patience and understanding.

Sincerely,

[Your Company Name]

[Your Company Contact Information]