

Aircraft Maintenance Delay Notification

Date: [Insert Date]

To: [Customer Name]

From: [Your Company Name]

Subject: Notification of Delay in Aircraft Maintenance

Dear [Customer Name],

We hope this message finds you well. We are writing to inform you about a delay in the scheduled maintenance of your aircraft, [Aircraft Registration/ID], which was originally planned for [Original Date].

Due to [reason for delay, e.g., unexpected parts delivery, additional repairs needed], we regret to inform you that the maintenance will now take longer than anticipated. We are currently working diligently to resolve these issues and expect to complete the maintenance by [New Estimated Completion Date].

We understand the importance of timely service and apologize for any inconvenience this may cause you. Please be assured that our team is committed to ensuring the safety and reliability of your aircraft.

If you have any questions or require further assistance, please do not hesitate to contact us at [Contact Information].

Thank you for your understanding and patience in this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Contact Information]