

# Update on Shipment Schedule

Dear Partners,

We hope this message finds you well. We are writing to provide you with an update on our current shipment schedule.

As of today, we have encountered a minor delay due to unforeseen circumstances. The new expected arrival dates are as follows:

- Order #001: New arrival date - January 15, 2024
- Order #002: New arrival date - January 20, 2024
- Order #003: New arrival date - January 25, 2024

We appreciate your understanding and patience during this time. Our team is working diligently to ensure minimal disruption to your services.

If you have any questions or require further information, please do not hesitate to contact us.

Thank you for your continued partnership.

Best regards,

[Your Name]

[Your Job Title]

[Your Company Name]

[Contact Information]