

# Order Processing Delay Notification

Dear [Client's Name],

We hope this message finds you well. We are writing to inform you that there has been an unexpected delay in the processing of your bulk order, referenced as #[Order Number], placed on [Order Date].

Due to [brief reason for delay, e.g., supply chain issues, increased demand], we are unable to fulfill your order within the anticipated timeline. We are actively working to resolve these issues and expect to have your order processed by [estimated resolution date].

We sincerely apologize for any inconvenience this may cause and appreciate your understanding and patience during this time. Please rest assured that we are making every effort to expedite your order.

If you have any questions or require further assistance, do not hesitate to reach out to our customer service team at [Customer Service Email] or [Customer Service Phone Number].

Thank you for your continued support and understanding.

Warm regards,

[Your Name]

[Your Position]

[Your Company Name]

[Company Contact Information]