

Statement of Undelivered Item

Date:

To Whom It May Concern,

I, , residing at , hereby declare that I have not received the following item

Order Number:	<input type="text"/>
Item Description:	<input type="text"/>
Expected Delivery Date:	<input type="text"/>

Despite following up with the delivery service, as of today, the item has not been delivered to my address. Please take the necessary action to investigate this matter.

Sincerely,

Signature