Confirmation of Non-Arrival

Date: [   ]

To Whom It May Concern,

This is to confirm that the item with the following details has **not arrived** as of the date above:

- **Order/Shipment Number:** [   ]
- **Expected Arrival Date:** [   ]
- **Description of Item:** [   ]

Please investigate the status of this shipment and provide an update at your earliest convenience.

Sincerely,

[   ]

[   ]

[   ]