Professional Apology Letter for Delay

Subject: Apology for Service Delay

Dear [Customer Name],

We sincerely apologize for the delay in delivering your [product/service]. This is not reflective of our standard, and we are implementing steps to ensure timely service in the future.

Thank you for your patience and continued trust.

Sincerely,

[Your Name]

[Company Name]

Get more templates here: https://www.lettersandtemplates.com/letters/apology-letter-to-customer