

Urgent acknowledgment for time-sensitive orders

Subject: URGENT - Rush Order #[Order Number] Confirmed & Processing

Hi [Customer Name],

Got your rush order #[Order Number] – thank you for trusting us with your urgent needs!

We understand time is critical, so here's what's happening:

- Order received and prioritized: [Time]
- Production start: [Time/Date]
- Expected completion: [Date/Time]
- Expedited shipping arranged

Our rush order team is already mobilized. [Team Lead Name] will send you hourly updates via [communication method].

We appreciate your business and won't let you down on this tight deadline.

Thanks again,

[Your Name]

[Company Name]

[Direct Phone/Text]

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