

..... Ms Ilariuzza,

Thank you your email regarding our delay in the delivery of your recent order of interactive whiteboards.

..... of all,..... me apologize for the delay but as you know there a transport workers' strike.

Secondly, I can confirm that we looked into the and your order was dispatched first thing this morning.

Finally, I would like to for any inconvenience that has been caused.

I lookto hearing from you when the whiteboards arrive.

Yours

Peter Brown