

Appointment Reschedule Notification

Dear [Patient's Name],

We hope this message finds you well. We wanted to inform you that your upcoming appointment scheduled for [Original Date and Time] needs to be rescheduled.

We apologize for any inconvenience this may cause. We would like to offer you the following options for rescheduling:

- [New Date and Time Option 1]
- [New Date and Time Option 2]
- [New Date and Time Option 3]

Please let us know which option works best for you, or if you need further assistance in selecting a new time.

Thank you for your understanding and flexibility.

Sincerely,

[Your Name]

[Your Position]

[Clinic/Practice Name]

[Contact Information]