

Subject: Rescheduling Your Missed Consultation

Dear [Recipient's Name],

We hope this message finds you well. We noticed that you were unable to attend your scheduled consultation on [original date]. We understand that circumstances can change, and we would like to offer you the opportunity to reschedule at your convenience.

Please let us know your availability, and we will do our utmost to accommodate you. We look forward to assisting you soon.

Thank you for your understanding.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]