

Dear [Candidate's Name],

We hope this message finds you well. We would like to inform you that there has been an update regarding the location of your upcoming interview for the [Job Title] position.

New Interview Location:

[New Location Address]

[City, State, Zip Code]

Date and Time:

[Date and Time of Interview]

We apologize for any inconvenience this may cause and appreciate your understanding. If you have any questions or need further assistance, please feel free to reach out.

Looking forward to meeting you!

Best regards,

[Your Name]

[Your Job Title]

[Company Name]

[Contact Information]