

Alumni Networking Event Participation Regret

Date: [Insert Date]

Dear [Event Organizer's Name],

I hope this message finds you well. I am writing to express my regret for not being able to attend the upcoming Alumni Networking Event on [Event Date].

Unfortunately, due to [brief reason for absence, e.g., prior commitments, unexpected circumstances], I will not be able to engage with fellow alumni and participate in the valuable discussions planned for the event.

I sincerely appreciate your efforts in organizing such an important gathering, and I look forward to hearing about the event's success. Please keep me in mind for future events as I would be eager to participate.

Thank you for your understanding.

Best regards,

[Your Name]

[Your Graduation Year]

[Your Contact Information]