

Dear [Interviewer's Name],

I hope this message finds you well. I am writing to formally request a postponement of my scheduled interview for the [Job Title] position on [Original Date] due to unforeseen circumstances.

I sincerely apologize for any inconvenience this may cause and greatly appreciate your understanding. I am very enthusiastic about the opportunity to join [Company Name] and hope to reschedule at a time that is convenient for you.

Thank you for your consideration. I look forward to your reply.

Best regards,

[Your Name]

[Your Contact Information]

[Your LinkedIn Profile or Website, if applicable]