

Notice of Engagement Cancellation

Date: [Insert Date]

Dear [Photographer's Name],

I hope this message finds you well. I am writing to formally cancel our photography engagement scheduled for [Insert Date of Event]. Due to [insert reason for cancellation], we are unable to proceed as planned.

I sincerely apologize for any inconvenience this may cause and appreciate your understanding in this matter. If there are any cancellation fees or procedures we should follow, please let me know.

Thank you for your time and professionalism. I hope to work with you in the future under better circumstances.

Sincerely,

[Your Name]

[Your Contact Information]