

Updated Invitation

Dear [Recipient's Name],

We hope this message finds you well. We are writing to inform you that the meeting of the [Social Service Agency Name] has been rescheduled.

New Meeting Details:

- **Date:** [New Date]
- **Time:** [New Time]
- **Location:** [New Location]

We sincerely apologize for any inconvenience this may cause and appreciate your understanding. Your participation is important to us, and we look forward to your valuable insights during the meeting.

Please confirm your attendance by replying to this email.

Thank you.

Sincerely,

[Your Name]

[Your Position]

[Social Service Agency Name]

[Contact Information]