

Embassy Request for Rescheduling Visa Meeting

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Embassy Name]

[Embassy Address]

[City, State, Zip Code]

Dear Sir/Madam,

I hope this message finds you well. I am writing to request a rescheduling of my visa meeting originally scheduled for [original date and time] due to [brief explanation of the reason].

I kindly ask if it would be possible to reschedule this appointment to a later date. I am available on [provide two or three alternative dates and times].

Thank you for your attention to this matter. I look forward to your positive response.

Sincerely,

[Your Name]