

Appointment Rescheduling Notice

Dear [Patient's Name],

We hope this message finds you well. We are writing to inform you that your upcoming appointment for the endocrine system evaluation, originally scheduled for [Original Date and Time], needs to be rescheduled.

We apologize for any inconvenience this may cause and appreciate your understanding. Please contact our office at [Office Phone Number] or email us at [Office Email] to select a new date and time that works best for you.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Medical Facility Name]

[Contact Information]