Notice of Match Cancellation

Dear Team Members,

We regret to inform you that the scheduled match on [Date] against [Opposing Team] has been cancelled due to insufficient players.

We understand that this might be disappointing, but the health and safety of our players is our utmost priority. We will work on rescheduling the match for a later date when we have a full team available.

Thank you for your understanding.

Sincerely,
[Your Name]
[Your Position]
[Team Name]