

Match Cancellation Notice

Date: [Insert Date]

To: [Team Name]

From: [Your Team Name]

Dear [Team Name/Coach's Name],

We regret to inform you that due to the recent travel restrictions imposed in light of [specific reason, e.g., the ongoing pandemic], our upcoming match scheduled for [date] at [location] has been officially cancelled.

We understand the inconvenience this may cause and appreciate your understanding as we prioritize the safety and health of our players and staff.

We hope to reschedule this match when circumstances permit and look forward to competing against your team in the future.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Team Name]

[Contact Information]