

Dear Guardian,

We hope this message finds you well. We are writing to inform you of an important update regarding the vaccine administration schedule for your child.

Due to unforeseen circumstances, the timeline for your child's vaccinations has been adjusted. The revised schedule is as follows:

- **Original Date:** [Original Date] - **New Date:** [New Date]
- **Original Date:** [Original Date] - **New Date:** [New Date]
- **Original Date:** [Original Date] - **New Date:** [New Date]

Please ensure that your child is available for their vaccinations on the new dates provided. If you have any questions or concerns, do not hesitate to reach out to our office.

Thank you for your understanding and cooperation.

Sincerely,

[Your Name]

[Your Title]

[Healthcare Provider/Organization Name]

[Contact Information]