

Volunteer Schedule Revision Notice

Dear [Volunteer Name],

We hope this message finds you well. We would like to inform you about a revision to your scheduled volunteering hours at [Organization Name].

Original Schedule:

- Date: [Original Date]
- Time: [Original Time]
- Location: [Original Location]

Revised Schedule:

- Date: [Revised Date]
- Time: [Revised Time]
- Location: [Revised Location]

We appreciate your flexibility and commitment to our cause. Should you have any questions or concerns regarding the new schedule, please feel free to reach out.

Thank you for your understanding and continued support!

Sincerely,
[Your Name]
[Your Position]
[Organization Name]
[Contact Information]