

Cancellation of Personal Training Services

Dear [Client's Name],

I hope this message finds you well. I am writing to inform you that, due to unexpected scheduling conflicts, I will need to cancel our personal training sessions effective [Cancellation Date].

I sincerely apologize for any inconvenience this may cause. It has been a pleasure working with you, and I appreciate your understanding during this time.

If you have any questions or need assistance with finding a new trainer, please do not hesitate to reach out.

Thank you for your understanding, and I wish you the best in your fitness journey.

Warm regards,

[Your Name]

[Your Contact Information]

[Your Business Name]