

Notice of Absence from Painting Class

Date: [Insert Date]

Dear [Instructor's Name],

I hope this message finds you well. I am writing to inform you that I will be unable to attend the painting class scheduled for [Insert Date] due to [brief explanation of reason, e.g., a prior commitment, illness, etc.].

I apologize for any inconvenience this may cause and appreciate your understanding. I look forward to rejoining the class on [Insert Next Class Date].

Thank you for your attention.

Sincerely,

[Your Name]

[Your Contact Information]