

Yoga Retreat Cancellation Notice

Date: [Insert Date]

Dear [Participant's Name],

We hope this message finds you well. We are writing to inform you that, due to unforeseen circumstances, we must unfortunately cancel the upcoming yoga retreat scheduled for [Insert Dates] at [Insert Location].

We understand that this news may be disappointing, and we sincerely apologize for any inconvenience this may cause. The health and safety of our participants are our top priorities, and this decision was not made lightly.

We are committed to providing you with alternative options. You may choose to receive a full refund of your deposit or transfer your reservation to our future retreat scheduled for [Insert New Dates]. Please let us know your preference by [Insert Deadline].

If you have any questions or require further assistance, feel free to contact us at [Insert Contact Information].

Thank you for your understanding and support during this time. We hope to see you at a future retreat.

Warm regards,

[Your Name]

[Your Position]

[Company/Organization Name]

[Contact Information]