

Cancellation of Wellness Retreat Enrollment

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally cancel my enrollment in the Wellness Retreat scheduled for [Start Date] to [End Date].

Due to [brief reason for cancellation, e.g., unforeseen circumstances], I am unable to attend this event. I apologize for any inconvenience this may cause.

I would appreciate it if you could confirm the cancellation of my enrollment and inform me about any further steps regarding my registration fees.

Thank you for your understanding.

Warm regards,

[Your Name]

[Your Contact Information]