

Appointment Rescheduling Notification

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inform you that due to [reason for rescheduling], we will need to reschedule our appointment for the property viewing originally set for [original date and time].

I apologize for any inconvenience this may cause and appreciate your understanding. I would like to propose the following alternatives for the viewing:

- [New date and time option 1]
- [New date and time option 2]
- [New date and time option 3]

Please let me know your preferred option, or if none are suitable, feel free to suggest a time that works for you.

Thank you for your understanding. I look forward to hearing from you soon.

Best regards,
[Your Name]
[Your Position]
[Your Company]
[Your Contact Information]