

# **Cancellation of Eye Care Follow-Up Session**

Date: [Insert Date]

Dear [Doctor's Name/Clinic Name],

I hope this message finds you well. I am writing to formally cancel my scheduled eye care follow-up session originally set for [Insert Date and Time]. Unfortunately, due to [brief reason for cancellation], I am unable to attend.

I apologize for any inconvenience this may cause and would like to reschedule my appointment for a later date if possible. Please let me know the available times at your earliest convenience.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Contact Information]