

Appointment Rescheduling Notice

Date: [Insert Date]

Dear [Patient's Name],

We hope this message finds you well. We are writing to inform you that your cardiology appointment scheduled on [Original Date] at [Original Time] needs to be rescheduled due to [Reason for Rescheduling].

We apologize for any inconvenience this may cause and appreciate your understanding. We would like to offer you the following alternative dates and times:

- [New Date 1] at [New Time 1]
- [New Date 2] at [New Time 2]
- [New Date 3] at [New Time 3]

Please let us know which of these options works best for you, and we will confirm your new appointment accordingly.

Thank you for your understanding. Should you have any questions, do not hesitate to reach out to us at [Contact Information].

Sincerely,

[Your Name]

[Your Title]

[Clinic/Hospital Name]

[Contact Information]