

Appointment Cancellation Notice

Dear [Recipient's Name],

We regret to inform you that your appointment scheduled for [Date] at [Time] has been canceled due to unforeseen health-related issues.

We apologize for any inconvenience this may cause and appreciate your understanding in this matter.

Please feel free to contact our office at [Phone Number] or [Email Address] to reschedule your appointment at a more convenient time.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]