

# Cancellation Confirmation

Date: [Insert Date]

Dear [Instructor's Name],

This letter is to confirm the cancellation of my music lesson scheduled for [Insert Date of Lesson].

Due to [reason for cancellation], I will not be able to attend. I apologize for any inconvenience this may cause.

Thank you for your understanding, and I look forward to rescheduling the lesson in the future.

Sincerely,

[Your Name]

[Your Contact Information]