

# Excuse for Late Arrival

Date: \_\_\_\_\_

To: [Instructor's Name]

Music Class: [Class Name/Type]

Dear [Instructor's Name],

I hope this message finds you well. I am writing to inform you that I arrived late to class on [specific date] due to [brief explanation of reason, e.g., unexpected traffic, family obligation, etc.].

I understand the importance of being on time and assure you that this was an unavoidable circumstance. I appreciate your understanding and support.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Contact Information]