

Vaccination Schedule Adjustment Notice

Date: [Insert Date]

Dear [Recipient's Name],

We hope this message finds you well. We are reaching out to inform you that there has been an adjustment to your vaccination schedule.

The new details are as follows:

- **Original Appointment Date:** [Insert Original Date]
- **New Appointment Date:** [Insert New Date]
- **Location:** [Insert Location]
- **Time:** [Insert Time]

If you have any questions or need further assistance, please do not hesitate to contact us at [Insert Contact Information].

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]