

APPOINTMENT CANCELLATION

Dear Mrs. Linda,

I am writing on behalf of my managing director Mr. Femi to inform you that due to some unforeseen circumstances, the appointment scheduled for 2022/08/07 has been canceled. He apologizes for the short notice and any inconvenience this may cause.

He will be more than happy to schedule another appointment at another mutually agreeable time.

Best regards,

Elizabeth

Admin Assistant to Femi Raymond.