

Emergency weather-related cancellation message

Subject: URGENT: Seminar Cancelled Due to Severe Weather Conditions

Dear Participants,

Due to the severe weather warning issued for our area, we must immediately cancel today's "Advanced Marketing Strategies" seminar scheduled for 2:00 PM at the Downtown Conference Center.

The safety of our attendees is our top priority. Current conditions include heavy snowfall and icy roads that make travel extremely hazardous.

We will reschedule this seminar within the next two weeks and notify you of the new date and time by Friday. All registration fees will automatically transfer to the new session.

If you have already traveled to the venue, please prioritize your safety and return home when conditions improve.

For immediate questions, contact our emergency hotline at (555) 123-4567.

Stay safe,

Sarah Mitchell

Event Coordinator

Professional Development Institute

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