

## Reschedule Job Interview Letter

Dear [Interviewer's Name],

Thank you for inviting me to interview for the [Job Title] position at [Company Name].

I would like to confirm my interest in attending the interview, but due to [reason, e.g., prior commitment], I kindly request to reschedule the interview to a more convenient date.

Please let me know if [proposed date/time] works for your schedule. I apologize for any inconvenience and appreciate your understanding.

Sincerely,

[Your Name]

[Contact Information]

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