

Professional conference weather postponement

Subject: Critical Update: [Conference Name] Postponed Due to Severe Weather

Dear Conference Attendees and Speakers,

Following careful consideration of current weather forecasts and safety recommendations from local emergency management, we must postpone the [Conference Name] scheduled for [Dates] at [Location].

The National Weather Service has issued warnings for severe weather conditions that would make travel dangerous for attendees and compromise venue operations. Several keynote speakers have also reported travel disruptions that would significantly impact our program quality.

Rescheduled Dates: [New Dates] at the same venue

Registration: All current registrations transfer automatically

Speakers: We have confirmed availability with all keynote speakers for new dates

Hotel Accommodations: We are working with partner hotels to honor reserved rates for new dates

Refund Policy: Full refunds available for those unable to attend rescheduled dates. Please contact registration@[email] by [Date].

We apologize for this disruption and appreciate your flexibility as we prioritize everyone's safety.

Professional regards,

[Conference Organizing Committee]

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