Informal Message to Change Interview Timing

Hi [Interviewer's Name],

I hope you are doing well. I am scheduled for the interview for [Position Name] on [Date], but unfortunately, I cannot make it at that time because of [reason].

Could we possibly reschedule it to [Propose alternative dates/times]? I apologize for the short notice and appreciate your flexibility.

Thanks,

[Your Name]

Get more templates here:

https://www.lettersandtemplates.com/letters/reschedule-interview-email-sample