

[Current Date]

[Candidate Name]

[Candidate Address]

[Candidate City, Country]

**Subject: Confirmation of Rescheduled Interview - [Job Title]**

Dear [Candidate Name],

This letter confirms that your interview for the position of [Job Title] has been rescheduled. We appreciate your flexibility in coordinating this across international time zones.

The updated interview details are as follows:

- **New Date:** [Date, e.g., October 25, 2023]
- **New Time:** [Time] ([Time Zone, e.g., GMT/EST])
- **Format:** [Video Call/Phone/In-Person]
- **Link/Location:** [Insert Meeting Link or Address]
- **Interviewer(s):** [Name and Title of Interviewer]

Please confirm your receipt of this email and your availability for the new time. If you are joining via video conference, please ensure your connection is tested in advance. If there are any further changes to your availability, please notify us at your earliest convenience.

We look forward to speaking with you.

Best regards,

[Your Name]

[Your Title]

[Company Name]

[Contact Information]