

Subject: Rescheduled Interview Confirmation - [Candidate Name]

Dear [Client Name],

This letter is to confirm that the interview for [Candidate Name] regarding the [Job Title] position has been rescheduled.

The new interview details are as follows:

- **Date:** [New Date]
- **Time:** [New Time]
- **Location/Platform:** [Meeting Link or Office Address]
- **Interviewer(s):** [Name of Interviewers]

I have attached the candidate's updated resume for your convenience. Please let me know if you have any further questions or if there are any additional materials you require before the meeting.

Thank you for your flexibility.

Best regards,

[Your Name]  
[Your Title]  
[Your Company]