

Subject: REVISED: Interview Confirmation - [Candidate Name] - [Job Title]

Dear [Candidate Name],

This letter serves as a revised confirmation of your interview for the [Job Title] position. We have updated your schedule to incorporate the accessibility accommodations discussed.

Updated Interview Details:

- **Date:** [Date]
- **Time:** [Time, including Time Zone]
- **Location/Link:** [Physical Address or Virtual Meeting Link]
- **Interviewer(s):** [Name and Title of Interviewers]

Confirmed Accommodations:

As requested and agreed upon, the following arrangements have been made to ensure an accessible interview process:

- [Accommodation 1: e.g., Sign language interpreter present]
- [Accommodation 2: e.g., Extended time for technical assessment]
- [Accommodation 3: e.g., Step-free access and reserved parking]

Additional Information:

[Insert any specific instructions, such as building entry codes or software accessibility features].

If you have any further questions regarding these arrangements or require additional adjustments, please contact [Contact Name] at [Phone Number/Email] as soon as possible.

We look forward to meeting with you.

Best regards,

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