

Letter to Postpone Court Date Sample

To,
D-101,
Sessions court
GBN

Subject: Court Date Postponement Letter

From,
Mr. Das,
Raghava Apartments
Delhi

Date: 27th February 2020

Dear Sir/Madam

I had an appointment scheduled with you on 1st March 2020, Wednesday. I am sorry to inform you that due to some changes in my schedule, I will have to postpone the appointment.

The fresh day for the appointment is scheduled on 3rd March 2020, Friday.

I apologize for the inconvenience.

Sincerely,

Justice Karam Singh