

Appointment Confirmation Letter

Dear [Patient's Name],

We are pleased to confirm your appointment with Dr. [Specialist's Name], [Specialty] at [Clinic/Hospital Name].

Appointment Details:

Date: [Appointment Date]

Time: [Appointment Time]

Location: [Clinic/Hospital Address]

Please arrive at least 15 minutes early to complete any necessary paperwork. If you have any questions or need to reschedule, do not hesitate to contact us at [Contact Number] or [Email Address].

Thank you, and we look forward to seeing you soon.

Sincerely,

[Your Name]

[Your Position]

[Clinic/Hospital Name]