

Appointment Confirmation for Job Interview

Dear [Candidate's Name],

We are pleased to inform you that your interview for the [Job Title] position has been scheduled.

Date: [Interview Date]

Time: [Interview Time]

Location: [Interview Location]

Please bring a copy of your resume and any other materials you think would be helpful for the discussion.

We look forward to meeting you!

Best regards,

[Your Name]

[Your Job Title]

[Company Name]

[Contact Information]