

Your Spa Appointment Confirmation

Dear [Client's Name],

Thank you for choosing [Spa Name] for your wellness treatments. We are pleased to confirm your appointment as follows:

- **Date:** [Appointment Date]
- **Time:** [Appointment Time]
- **Duration:** [Duration of Treatment]
- **Treatment:** [Type of Treatment]
- **Therapist:** [Therapist's Name]

We recommend arriving at least 15 minutes early to allow time for check-in and relaxation. Please inform us if you have any specific needs or concerns prior to your appointment.

To ensure a serene experience, we kindly request that you turn off your mobile phone during your time with us.

If you need to reschedule or cancel your appointment, please contact us at least [Cancellation Policy Time Frame] in advance.

We look forward to welcoming you soon!

Warm regards,
[Spa Name]
[Contact Information]