

Appointment Notification

Dear [Customer Name],

We are writing to inform you that your telecom call-out appointment has been scheduled.

Date: [Appointment Date]

Time: [Appointment Time]

Technician: [Technician Name]

Our technician will arrive at your address, [Customer Address], to assist you with your telecom needs.

Please ensure someone is available to grant access to the premises at the scheduled time.

If you have any questions, feel free to contact us at [Contact Number] or [Email Address].

Thank you for choosing our services!

Sincerely,

[Your Company Name]

[Your Company Contact Information]