

Telecom Maintenance Appointment Reminder

Dear [Customer Name],

This is a friendly reminder that your telecom maintenance appointment is scheduled for:

Date: [Date]

Time: [Time]

Location: [Address]

Please ensure that someone is available at the specified location to allow our technician to perform the necessary maintenance.

If you need to reschedule, feel free to contact us at [Contact Number] or [Email Address].

Thank you for choosing our services!

Best regards,

[Your Company Name]

[Your Company Contact Information]