

Demo Appointment Confirmation

Dear [Recipient's Name],

Thank you for scheduling a demo of our [Software Name]. We are pleased to confirm your appointment as follows:

Date: [Insert Date]

Time: [Insert Time]

Duration: [Insert Duration]

Platform: [Insert Platform, e.g., Zoom, Microsoft Teams]

Access Link: [Insert Access Link]

Please let us know if you have any specific topics you would like us to cover during the demo. We look forward to speaking with you!

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]