

# Dear [Parent/Guardian's Name],

We hope this message finds you well. This is a friendly reminder that your child, [Child's Name], is due for their annual registration at our pediatric clinic.

Please schedule an appointment if you haven't done so already. Our records indicate that the last visit was on [Last Visit Date], and we want to ensure your child receives the best possible care.

To make an appointment, please call us at [Clinic Phone Number] or visit our website at [Clinic Website].

Thank you for your attention to this matter. We look forward to seeing you and your child soon!

Best regards,

[Your Name]

[Your Title]

[Clinic Name]

[Clinic Address]

[Clinic Phone Number]