

Appointment Reminder: Otolaryngology Surgery Consultation

Dear [Patient's Name],

This is a friendly reminder of your upcoming surgery consultation appointment with our otolaryngology department.

Date: [Insert Date]

Time: [Insert Time]

Location: [Insert Clinic/Hospital Name and Address]

Please arrive 15 minutes early to complete any necessary paperwork.

If you have any questions or need to reschedule, feel free to contact our office at [Insert Phone Number].

We look forward to seeing you.

Sincerely,

[Your Name]

[Your Title]

[Clinic/Hospital Name]