

# Reminder: Scheduled Shipping Pickup

Dear [Recipient's Name],

This is a friendly reminder that your shipping pickup is scheduled for **[Date]** at **[Time]**.

Please ensure that your items are ready for pickup at the designated location.

If you have any questions or need to reschedule, feel free to contact us at **[Contact Information]**.

Thank you for choosing our services!

Best regards,  
[Your Name]  
[Your Company]