

Interview Confirmation

Date: [Insert Date]

Dear [Candidate's Name],

We are pleased to inform you that your interview for the position of [Job Title] at [Company Name] has been scheduled.

Date: [Insert Interview Date]

Time: [Insert Interview Time]

Location: [Insert Interview Location]

Please let us know if you have any questions or require further assistance prior to the interview. We look forward to meeting you.

Best regards,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]