

Subject: Interview Confirmation

Dear [Candidate's Name],

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

Date: [Date of Interview]

Time: [Time of Interview]

Location: [Interview Location]

Interviewer's Name: [Interviewer's Name]

Please confirm your attendance by replying to this email. If you have any questions or need to reschedule, feel free to contact us at [Contact Information].

We look forward to meeting with you soon.

Best regards,

[Your Name]

[Your Job Title]

[Company Name]

[Contact Information]