

# Appointment Confirmation

Dear [Patient's Name],

We are writing to confirm your appointment with [Specialist's Name] at [Clinic/Hospital Name].

**Date:** [Appointment Date]

**Time:** [Appointment Time]

**Location:** [Clinic/Hospital Address]

Please arrive at least 15 minutes early and bring the following items:

- Insurance Card
- Photo ID
- List of medications

If you have any questions or need to reschedule, please contact us at [Phone Number] or [Email Address].

Thank you, and we look forward to seeing you soon!

Sincerely,

[Your Name]

[Your Title]

[Clinic/Hospital Name]