

Follow-Up Appointment Reminder

Dear [Client's Name],

This is a friendly reminder of your upcoming therapy appointment:

- **Date:** [Appointment Date]
- **Time:** [Appointment Time]
- **Location:** [Therapist's Office Address]

Please confirm your attendance or let us know if you need to reschedule. We look forward to seeing you!

Warm regards,

[Your Name]

[Your Title]

[Your Contact Information]