

# Annual Check-Up Confirmation

Date: [Insert Date]

Dear [Patient's Name],

We are writing to confirm your upcoming annual check-up appointment with [Doctor's Name] on [Appointment Date] at [Appointment Time].

Please arrive at least 15 minutes early to complete any necessary paperwork.

If you have any questions or need to reschedule, feel free to contact our office at [Office Phone Number].

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

Sincerely,

[Your Clinic's Name]

[Your Clinic's Address]

[Your Clinic's Phone Number]