

# Appointment Reminder

Dear [Patient's Name],

This is a friendly reminder of your upcoming health monitoring appointment scheduled for:

**Date:** [Date]

**Time:** [Time]

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

Please arrive at least 15 minutes early to complete any necessary paperwork. If you need to reschedule, feel free to contact our office at [Phone Number].

We look forward to seeing you!

Best regards,

[Your Name]

[Your Position]

[Clinic/Hospital Name]