

Appointment Reminder

Dear [Client's Name],

This is a friendly reminder about your upcoming mental health assessment appointment scheduled for:

Date: [Insert Date]

Time: [Insert Time]

Location: [Insert Location]

Please arrive 10 minutes early to complete any necessary paperwork. If you need to reschedule, feel free to contact us at [Insert Contact Information].

We look forward to seeing you soon!

Best regards,

[Your Name]

[Your Title]

[Your Organization]