

Interview Confirmation Letter

Date: [Insert Date]

Dear [Candidate's Name],

We are pleased to confirm your interview for the [Job Title] position at [Company Name]. The interview is scheduled for [Date] at [Time]. It will take place at our office located at [Office Address].

Please let us know if you have any questions or if you need further assistance. We look forward to meeting you!

Best regards,
[Your Name]
[Your Position]
[Company Name]
[Contact Information]