

## **Follow-Up Consultation Confirmation**

Dear [Client's Name],

Thank you for choosing our services. We are following up to confirm your consultation appointment scheduled for [Date] at [Time]. The meeting will take place at [Location/Platform if virtual].

If you have any specific topics you would like to discuss or if your availability changes, please do not hesitate to reach out.

We look forward to our meeting and assist you with your needs!

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]