

Appointment Reminder

Dear [Patient's Name],

This is a friendly reminder of your upcoming medical check-up appointment.

Date: [Appointment Date]

Time: [Appointment Time]

Location: [Clinic/Hospital Name and Address]

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

If you have any questions or need to reschedule, please call us at [Phone Number].

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

Sincerely,

[Your Name]

[Your Title/Position]

[Clinic/Hospital Name]