

Appointment Reminder

Dear [Patient's Name],

This is a friendly reminder for your upcoming routine check-up appointment.

Date: [Appointment Date]

Time: [Appointment Time]

Location: [Clinic/Hospital Name and Address]

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

Thank you for choosing [Clinic/Hospital Name]. We look forward to seeing you!

Sincerely,
[Your Name]
[Your Position]
[Clinic/Hospital Name]