

# Appointment Notice

Dear [Client's Name],

We are pleased to confirm your appointment for an estate planning consultation.

**Date:** [Appointment Date]

**Time:** [Appointment Time]

**Location:** [Office Address]

Please bring any relevant documents regarding your estate, such as wills, trusts, and financial statements.

If you have any questions or need to reschedule, feel free to contact us at [Contact Information].

We look forward to assisting you with your estate planning needs.

Best regards,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]