

# **Advisory Appointment Confirmation**

Dear [Recipient's Name],

We are pleased to confirm your advisory appointment scheduled for [Date] at [Time]. The meeting will take place at [Location/Platform].

Please bring any necessary documents and materials related to your advisory needs.

If you have any questions or require further assistance, feel free to contact us at [Contact Information].

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

Sincerely,

[Your Name]

[Your Position]

[Your Organization]