

Reviewer Time Slot Availability

Dear [Reviewer's Name],

I hope this message finds you well. I am writing to confirm your availability for the upcoming review process for [Project/Paper Title]. Below are the proposed time slots:

- [Date & Time Slot 1]
- [Date & Time Slot 2]
- [Date & Time Slot 3]

Please let me know which of the above slots works best for you or if there are alternative times that you would prefer.

Thank you for your valuable contribution.

Best regards,
[Your Name]
[Your Position]
[Your Institution/Organization]
[Your Contact Information]