Dear [Patient's Name],

As your upcoming surgery date approaches, we want to ensure that you are well-prepared for your procedure. Please review the following guidelines carefully:

1. Pre-Operative Instructions

- Do not eat or drink anything after midnight prior to your surgery.
- Take any prescribed medications with a small sip of water unless otherwise instructed.
- Arrange for transportation to and from the hospital.

2. Day of Surgery

- Arrive at the hospital at least [X hours] before your scheduled surgery time.
- Bring a list of your current medications and any allergies you may have.
- Wear loose, comfortable clothing and avoid any jewelry or makeup.

3. Post-Operative Care

- Follow the recovery guidelines provided by your surgical team.
- Keep your incision site clean and dry.
- Attend all follow-up appointments as scheduled.

If you have any questions or concerns, please do not hesitate to contact our office at [Office Phone Number]. We wish you a smooth surgery and a speedy recovery!

Sincerely,

[Your Name] [Your Title] [Hospital/Clinic Name]