

Property Evaluation Appointment Acknowledgment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Thank you for scheduling an appointment for the evaluation of my property located at [Property Address]. I am writing to formally acknowledge the appointment set for [Date] at [Time].

Please let me know if there are any specific documents or information I should prepare prior to our meeting.

I look forward to meeting you and appreciate your assistance in this matter.

Best regards,

[Your Name]