

Interview Schedule Confirmation

Dear [Candidate's Name],

We are pleased to confirm your interview for the [Job Title] position at [Company Name]. Below are the details of your interview:

- **Date:** [Date]
- **Time:** [Time]
- **Location:** [Location] / [Virtual Link if applicable]
- **Interviewer(s):** [Interviewer Names]

Please arrive 10 minutes early, and bring a copy of your resume and any other relevant documents. If you have any questions or need to reschedule, feel free to contact us at [Contact Information].

We look forward to meeting you!

Best regards,

[Your Name]
[Your Job Title]
[Company Name]
[Contact Information]