

Appointment No-Show Alert

Dear [Recipient's Name],

We hope this message finds you well. We are writing to inform you that you missed your scheduled appointment on [Date] at [Time].

Please let us know if you would like to reschedule your appointment. We value your time and look forward to seeing you soon.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Contact Information]