

Appointment Reminder for Job Interview

Dear [Candidate's Name],

This is a friendly reminder regarding your upcoming job interview for the [Job Title] position at [Company Name].

Date: [Interview Date]

Time: [Interview Time]

Location: [Interview Location]

Please ensure you arrive on time and bring any necessary documents, such as your resume and portfolio.

We look forward to meeting you!

Best regards,
[Your Name]
[Your Job Title]
[Company Name]