

# Appointment Reminder

Dear [Client's Name],

This is a friendly reminder of your upcoming spa appointment:

- **Appointment Date:** [Date]
- **Appointment Time:** [Time]
- **Service:** [Service Name]
- **Location:** [Spa Name and Address]

Please arrive 10 minutes early to allow for check-in and relaxation before your treatment.

If you need to reschedule or have any questions, feel free to contact us at [Phone Number] or [Email Address].

We look forward to seeing you!

Best regards,

[Your Name]

[Spa Name]