

Appointment Reminder

Dear [Customer Name],

This is a friendly reminder for your upcoming vehicle service appointment.

Date: [Appointment Date]

Time: [Appointment Time]

Location: [Service Center Name and Address]

Please ensure to arrive 10 minutes early. If you have any questions or need to reschedule, feel free to contact us at [Service Center Phone Number].

Thank you, and we look forward to seeing you soon!

Sincerely,

[Your Name]

[Service Center Name]