

Appointment Time Proposal

Dear [Recipient's Name],

I hope this message finds you well. I would like to propose an appointment to discuss [brief description of the purpose of the meeting].

Could we possibly schedule a meeting on the following dates and times?

- [Date 1] at [Time 1]
- [Date 2] at [Time 2]
- [Date 3] at [Time 3]

Please let me know if any of these options work for you or suggest an alternative time that suits your schedule.

Thank you for your consideration. I look forward to your reply.

Best regards,

[Your Name]

[Your Position]

[Your Contact Information]

[Your Company Name]