

Appointment Follow-Up Notice

Dear [Patient's Name],

We hope this message finds you well. We are writing to remind you of your upcoming appointment with our specialist, Dr. [Specialist's Name], on [Appointment Date] at [Appointment Time]. The appointment will take place at [Location].

Please arrive 15 minutes early to complete any necessary paperwork. If you have any questions or need to reschedule, feel free to contact us at [Contact Information].

Thank you for choosing [Practice Name]. We look forward to seeing you soon!

Sincerely,

[Your Name]

[Your Position]

[Practice Name]

[Practice Contact Information]