Heartfelt Follow-Up Appointment Message

Subject: Following Up on Our Appointme	ent
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Dear [Recipient Name],

I hope everything is going well with you.

I wanted to touch base and confirm our follow-up meeting on [Date] at [Time].

Your time and attention mean a lot, and I look forward to our continued discussion.

Warmly,

[Your Name]

Get more templates here: https://www.lettersandtemplates.com/letters/follow-up-appointment-letter