

Date: [Insert Date]

To: [Patient Name]

Address: [Patient Address]

Phone: [Patient Phone Number]

Subject: Reminder: Your Yearly Dermatological Wellness Examination

Dear [Patient Name],

Our records indicate that it is time for your annual dermatological wellness examination. Regular skin screenings are a vital part of preventative healthcare, allowing for the early detection and treatment of skin cancer, atypical moles, and other skin conditions.

A typical wellness exam takes approximately 15 to 20 minutes. During this visit, your dermatologist will perform a full-body inspection to identify any changes in your skin since your last visit.

To schedule your appointment, please choose one of the following:

- Call our office at: [Insert Office Phone Number]
- Visit our online portal at: [Insert Website URL]
- Reply to this email directly.

Please remember to remove any nail polish and avoid wearing heavy makeup on the day of your appointment to ensure a thorough examination.

We look forward to seeing you soon and helping you maintain healthy skin.

Sincerely,

[Doctor Name/Practice Name]

[Office Address]

[Office Contact Information]