

[Date]

[Patient Name]

[Patient Address]

[City, State, Zip Code]

Subject: Reminder: Your Annual Skin Health Examination

Dear [Patient Name],

Our records indicate that it is time to schedule your annual skin health maintenance examination. Regular full-body screenings are essential for the early detection of skin cancer and the monitoring of existing moles or skin conditions.

Early detection is the most effective way to ensure successful treatment and long-term skin health. During this appointment, your dermatologist will perform a comprehensive review of your skin from head to toe.

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

- Call our office at [Phone Number]
- Visit our online booking portal at [Website URL]
- Reply to this email directly

If you have recently had a skin check or have an appointment already scheduled, please disregard this notice.

We look forward to seeing you soon and helping you maintain your health.

Sincerely,

[Provider Name or Practice Name]

[Clinic Address]

[Phone Number]