

[Date]

[Parent/Guardian Name]

[Address Line 1]

[City, State, Zip Code]

Subject: Appointment Reminder for [Child's Name]

Dear [Parent/Guardian Name],

This is a friendly reminder of the upcoming physical therapy appointment for **[Child's Name]** at [Clinic Name].

**Appointment Details:**

Date: [Date of Appointment]

Time: [Time]

Therapist: [Therapist Name]

Please remember to have [Child's Name] wear comfortable clothing and athletic shoes suitable for movement and exercise. If this is your first visit, please arrive 15 minutes early to complete any necessary paperwork.

If you need to reschedule or cancel, please notify us at least [Number] hours in advance by calling [Phone Number] to avoid any cancellation fees.

We look forward to seeing you and supporting [Child's Name]'s progress!

Sincerely,

[Your Name/Office Staff]

[Clinic Name]

[Phone Number]

[Email Address]