

[Date]

[Patient Name]

[Patient Address]

[City, State, Zip Code]

Dear [Patient Name],

Our records indicate that it is time for your standard annual physical examination. Routine check-ups are essential for monitoring your health, updating vaccinations, and screening for potential medical issues before they become serious.

We encourage you to contact our office at your earliest convenience to schedule your appointment. You can reach us by phone at [Phone Number] or through our online patient portal at [Website URL].

Please remember to bring the following to your appointment:

- A current list of all medications and dosages.
- Your current insurance card.
- Any specific health concerns or questions you wish to discuss.

We look forward to seeing you soon and continuing to assist you with your healthcare needs.

Sincerely,

[Doctor or Practice Name]

[Clinic Name]

[Clinic Phone Number]