

[Date]

[Patient Name]

[Patient Address]

[City, State, Zip Code]

**Subject: FINAL NOTICE - Annual Physical Examination Reminder**

Dear [Patient Name],

Our records indicate that we have contacted you previously regarding your overdue Annual Physical Examination. This is our final notice to remind you that you are now past due for this important preventative health visit.

Routine physicals are essential for monitoring your health, managing chronic conditions, and identifying potential issues early. This visit is also necessary to ensure there is no disruption in your prescription refills or any pending referrals.

Please call our office at [Phone Number] today to schedule your appointment. You may also book your visit through the patient portal at [Website/URL].

If you have already scheduled your appointment or have recently completed your exam elsewhere, please disregard this notice and call us to update your records.

We look forward to seeing you soon.

Sincerely,

[Doctor/Provider Name]

[Practice/Clinic Name]