

[Date]

[Patient Name]

[Patient Address]

[City, State, Zip Code]

Subject: Friendly Reminder: Your Routine Mammogram is Due

Dear [Patient Name],

We hope this letter finds you well. Our records indicate that it is time for your routine screening mammogram.

Regular breast cancer screenings are an important part of your preventative healthcare. Early detection offers the best opportunity for successful treatment and peace of mind.

To schedule your appointment, please contact us at [Phone Number] or visit our online booking portal at [Website URL]. We offer flexible hours to accommodate your schedule.

If you have already scheduled your appointment or have recently had a mammogram at another facility, please let us know so we can update your medical records.

Thank you for prioritizing your health. We look forward to seeing you soon.

Sincerely,

[Doctor or Clinic Name]

[Facility Name]

[Phone Number]