

[Date]

[Patient Name]

[Patient Address]

[City, State, Zip Code]

Subject: Important Notice: Late Season Flu Vaccination Availability

Dear [Patient Name],

Our records indicate that you may not have received your annual influenza (flu) vaccine for the current season. We are writing to inform you that we still have flu vaccines in stock and available at our clinic.

Flu activity can continue well into the spring. Getting vaccinated now still provides essential protection for yourself, your family, and the community. It is the most effective way to prevent serious illness, hospitalization, and complications related to the flu virus.

Vaccine Details:

- Location: [Clinic Name/Address]
- Hours: [Operating Hours]
- Cost: [Insurance Information or Flat Fee]

You can schedule an appointment by calling us at [Phone Number] or by visiting our online portal at [Website URL]. We also accept walk-ins during the following times: [Walk-in Hours].

Please bring your insurance card and a valid ID to your appointment. If you have already received your flu shot elsewhere, please let us know so we can update your medical records.

Stay healthy and protected.

Sincerely,

[Provider Name/Clinic Name]

[Contact Information]