[Date]

[Patient Name]
[Patient Address]
[City, State, Zip Code]

Subject: Reminder: Annual Asthma and Allergy Evaluation

Dear [Patient Name],

This is a friendly reminder from [Clinic/Doctor Name] that it is time for your routine asthma and allergy evaluation. Regular check-ups are essential to ensure your symptoms are well-managed and your treatment plan is effective.

During this appointment, we will:

- Review your current symptoms and triggers.
- Perform lung function tests if necessary.
- Update your prescriptions and Allergy Action Plan.
- Discuss any adjustments needed for upcoming seasonal changes.

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

If you have already scheduled your visit, please disregard this notice. We look forward to seeing you soon.

Sincerely,

[Doctor/Provider Name]
[Practice Name]
[Phone Number]