

[Date]

Dear [Patient Name],

As the year comes to a close, we would like to remind you to take full advantage of your dental and vision insurance benefits. Most insurance plans reset on January 1st, meaning any unused coverage for this year will be lost.

Dental Benefits:

Many plans provide a yearly maximum for treatments such as cleanings, fillings, or crowns. If you have not used your full allowance, now is the time to schedule those appointments before your deductible resets.

Vision Benefits:

If your plan includes an allowance for eye exams, prescription glasses, or contact lenses, please ensure you use these credits before December 31st.

The end of the year is our busiest time, so we encourage you to call us at [Phone Number] or visit our website at [Website URL] to book your appointment as soon as possible.

We look forward to seeing you soon and helping you start the new year with a healthy smile and clear vision.

Sincerely,

[Practice Name]

[Doctor/Manager Name]

[Contact Information]