

[Your Business Name]
[Your Business Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Client's Name]
[Client's Address]
[City, State, Zip Code]

Dear [Client's Name],

This is a friendly reminder about your upcoming eyelash extensions appointment with us!

****Appointment Details:****

- ****Date:**** [Appointment Date]
- ****Time:**** [Appointment Time]
- ****Location:**** [Salon Name/Address]

We kindly ask that you arrive a few minutes early to allow for a smooth start to your appointment. If you need to reschedule, please let us know at least 24 hours in advance.

Thank you for choosing [Your Business Name]! We look forward to seeing you soon!

Best regards,

[Your Name]

[Your Title]

[Your Business Name]

[Contact Information]