

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

[Recipient's Name]
[Recipient's Position]
[Business Name]
[Business Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I would like to schedule an appointment for a lymphatic drainage massage. I am looking for availability on [insert preferred dates and times], but I am open to other suggestions if those are not available.

Please let me know if you require any additional information or if there are any forms I should complete prior to my appointment.

Thank you for your assistance. I look forward to hearing from you soon.

Best regards,

[Your Name]