

[Your Company's Letterhead]

[Date]

[Candidate's Name]

[Candidate's Address]

[City, State, Zip Code]

Dear [Candidate's Name],

We are pleased to inform you that you have been selected for an interview for the Quality Assurance position at [Company Name]. We were impressed by your qualifications and believe you could be a valuable addition to our team.

Please find the details of the interview below:

****Date:**** [Insert Date]

****Time:**** [Insert Time]

****Location:**** [Insert Location/Indicate if it's a virtual interview with a link]

****Interviewer(s):**** [Insert Names and Titles]

Please confirm your availability for the scheduled date and time. If you have any questions or need further assistance, feel free to reach out to us at [Contact Information].

We look forward to meeting you and discussing your potential contribution to [Company Name].

Best regards,

[Your Name]

[Your Job Title]

[Company Name]

[Contact Information]