

TTY Message Sample 1: Appointment Reminder
\\\

To: [Recipient]
From: [Your Name]
Date: [Date]
Subject: Appointment Reminder
Dear [Recipient],
This is a reminder that you have an appointment scheduled on [Date] at [Time]. Please arrive at least 10 minutes early. If you need to reschedule, contact us at [Phone Number].
Thank you,
[Your Name]
\\\

TTY Message Sample 2: Event Invitation
\\\

To: [Recipient]
From: [Your Name]
Date: [Date]
Subject: You're Invited!
Hi [Recipient],
We are excited to invite you to [Event Name] on [Date] at [Location]. The event will start at [Time]. Please RSVP by [RSVP Date].
Looking forward to seeing you!
Best,
[Your Name]
\\\

TTY Message Sample 3: Follow-Up Message
\\\

To: [Recipient]
From: [Your Name]
Date: [Date]
Subject: Follow-Up
Hello [Recipient],
I wanted to follow up regarding our last conversation about [Topic]. Please let me know if you have any updates or questions.
Best regards,
[Your Name]
\\\

TTY Message Sample 4: Thank You Note
\\\

To: [Recipient]
From: [Your Name]
Date: [Date]
Subject: Thank You!
Dear [Recipient],
Thank you for [specific action or gift]. It truly means a lot to me. I appreciate your kindness and support!
Warm regards,
[Your Name]
\\\

****TTY Message Sample 5: Feedback Request****
```

To: [Recipient]

From: [Your Name]

Date: [Date]

Subject: Request for Feedback

Hi [Recipient],

I hope this message finds you well. I would appreciate your feedback on  
[specific topic or project]. Your insights would be very helpful!

Thank you in advance!

Best,

[Your Name]

```