Address of the Sender

Email Address of the Sender

Date

Name of Receiver

Address of the Receiver

Subject: Thank You for Your Payment

Dear \_\_\_\_\_\_ (Name of the Recipient)

We would like to confirm that your appointment with Dr. XXXX has been confirmed for XXXX (Date) at XXXX (Time). We have successfully received an amount of XXXX with reference ID XXXXX on XXXX (Date of payment) through online payment.

It’s our humble request to show this payment confirmation email at the hospital reception to receive an appointment slip.

Please visit the hospital 15 minutes prior to your appointment time slot. Please be reminded to carry all your previous prescriptions. Once again, thank you for the payment.

Stay healthy and stay fit!

Sincerely,

(Signature)

Sender’s Full Name