

## Sample Pre-Interview Email 2

Hi (Parent),

I received your submission and Thank You for the appointment confirmation.

If you need to reschedule or you have more questions prior to the appointment, please feel free to call me at the number below.

You will find the Parent Handbook, a Sample Contract, Enrollment Information and References **attached**. Please take the opportunity to read through these and if you have questions, please don't hesitate to call.

I am looking forward to meeting your family next Wednesday Evening.

Your Name

Your Title (Owner, Provider and Teacher)

Name of Your School (if not your Name)

Address

City State and Zip

Your Phone Number