

## Sample Call Center Script: Appointment Reminder Service

**Mike**

Hello?

**Jane**

Hi, this is Jane from Dr. Smith's office. I'm looking for Mike.

**Mike**

This is he.

**Jane**

Hi, Mike. I was calling to confirm your appointment for 10:30, tomorrow morning, with Dr. Smith.

**Mike**

Oh, yes. I'll be there.

**Jane**

Okay, great. I'll see you tomorrow morning.

**Mike**

Okay, thank you. Goodbye.

**Jane**

Goodbye.

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