

Subject: Confirmation: Coffee Meeting on [Date]

Hi [Interviewer Name],

Thank you for the invitation to meet for coffee. I am looking forward to our conversation and learning more about [Company Name].

I am writing to confirm our meeting details:

- **Date:** [Date]
- **Time:** [Time]
- **Location:** [Name of Coffee Shop/Address]

I have attached my resume to this email for your reference. If anything changes regarding the schedule, please let me know.

See you then!

Best regards,

[Your Name]

[Your Phone Number]

[Your LinkedIn Profile Link]