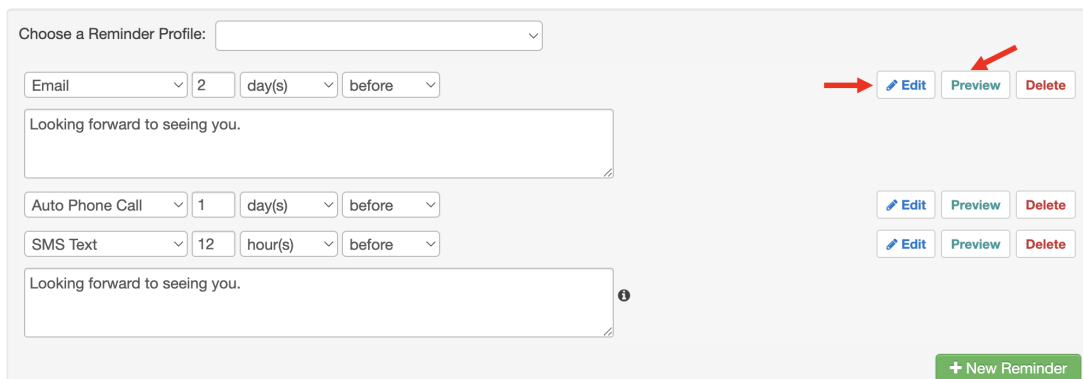


Add Text to Email and Text Appointment Reminders

Last modified on 08/06/2025 3:59 pm EDT

Text reminders are limited to 160 characters. Customizing your text reminders may cause you to exceed the character limit, which may result in multiple messages being sent and count toward your monthly message limit. Go to **Reports > Reminder Report** to view SMS usage (in SMS segments). There is no character limit for email reminders.

1. Select **Edit** and then enter the additional text in the text box.



Choose a Reminder Profile:

Email 2 day(s) before **Edit** **Preview** **Delete**

Looking forward to seeing you.

Auto Phone Call 1 day(s) before **Edit** **Preview** **Delete**

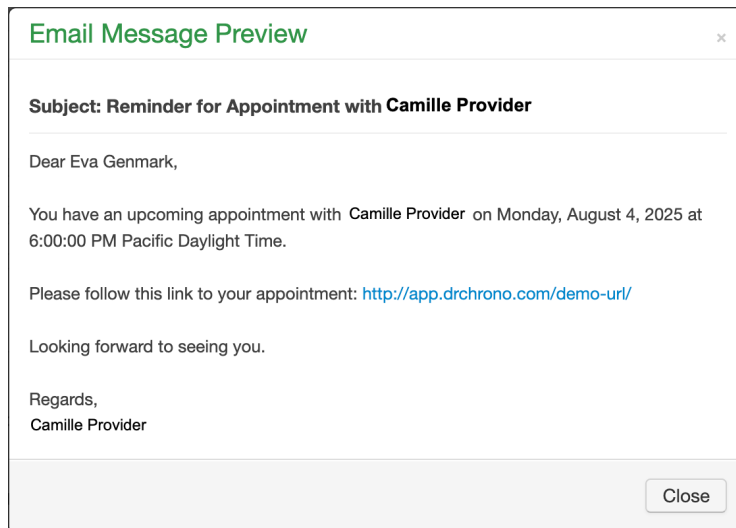
SMS Text 12 hour(s) before **Edit** **Preview** **Delete**

Looking forward to seeing you.

+ New Reminder

2. Select **Preview** to preview the message.

The additional text is inserted between the end of the message and the closing of the email.



Email Message Preview

Subject: Reminder for Appointment with Camille Provider

Dear Eva Genmark,

You have an upcoming appointment with **Camille Provider** on Monday, August 4, 2025 at 6:00:00 PM Pacific Daylight Time.

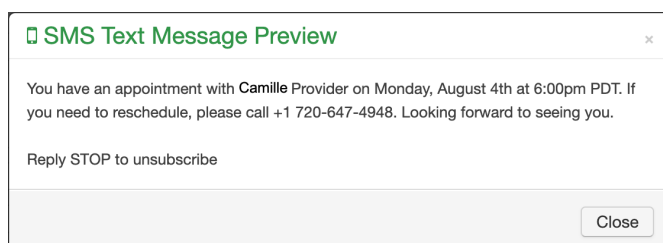
Please follow this link to your appointment: <http://app.drchrono.com/demo-url/>

Looking forward to seeing you.

Regards,
Camille Provider

Close

The additional text is added to the end of the text message.



SMS Text Message Preview

You have an appointment with **Camille Provider** on Monday, August 4th at 6:00pm PDT. If you need to reschedule, please call +1 720-647-4948. Looking forward to seeing you.

Reply STOP to unsubscribe

Close

Line breaks in additional text for text and email reminders

Text reminders do not accept HTML. Press **Enter** or **Return** to add a line break.

Email reminders use an HTML editor. If you'd like your custom message to appear on multiple lines or as separate paragraphs, be sure to use the `
` tag. Without it, the message is presented as a single paragraph.

# of Line Breaks	HTML Editor Sample	Sample Message Preview
None	<div>Email 2 day(s) before</div> <div>Looking forward to seeing you. Please remember to bring your ID and insurance card. Call the office with questions.</div>	<div>Email Message Preview</div> <div>Subject: Reminder for Appointment with Camille Provider</div> <div>Dear Eva Genmark,</div> <div>You have an upcoming appointment with Camille Provider on Friday, August 8, 2025 at 9:00:00 PM Pacific Daylight Time.</div> <div>Please follow this link to your appointment: http://app.drchrono.com/demo-url/</div> <div>Looking forward to seeing you. Please remember to bring your ID and insurance card. Call the office with questions.</div> <div>Regards, Camille Provider</div> <div>Close</div>
One	<div>Email 2 day(s) before</div> <div>Looking forward to seeing you.
 Please remember to bring your ID and insurance card.
 Call the office with questions.</div>	<div>Email Message Preview</div> <div>Subject: Reminder for Appointment with Camille Provider</div> <div>Dear Eva Genmark,</div> <div>You have an upcoming appointment with Camille Provider on Friday, August 8, 2025 at 9:00:00 PM Pacific Daylight Time.</div> <div>Please follow this link to your appointment: http://app.drchrono.com/demo-url/</div> <div>Looking forward to seeing you. Please remember to bring your ID and insurance card. Call the office with questions.</div> <div>Regards, Camille Provider</div> <div>Close</div>
Two	<div>Email 2 day(s) before</div> <div>Looking forward to seeing you.

 Please remember to bring your ID and insurance card.

 Call the office with questions.</div>	<div>Email Message Preview</div> <div>Subject: Reminder for Appointment with Camille Provider</div> <div>Dear Eva Genmark,</div> <div>You have an upcoming appointment with Camille Provider on Friday, August 8, 2025 at 9:00:00 PM Pacific Daylight Time.</div> <div>Please follow this link to your appointment: http://app.drchrono.com/demo-url/</div> <div>Looking forward to seeing you. Please remember to bring your ID and insurance card. Call the office with questions.</div> <div>Regards, Camille Provider</div> <div>Close</div>