

Subject : Reminder for the upcoming project review on September 20th

Dear Mr.Hritik

I hope you are doing well. I just want to send a quick reminder for our project review which was previously scheduled on September 16th but now rescheduled to September 20th .

During this meeting we will discuss about the new technologies we have to add and the future challenges we may face moving forward and please bring any relevant updates for the project and if you need any additional information or anything please don't hesitate to let me know.

Looking forward to our discussion.

Best regards,

Rohit Mehta

Junior Software Developer

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