**One-Hour Progress/Review Meeting Template**

Dear Scott and Monique,

I am emailing on behalf of Jack Gelnak, JD. He would like to invite you to meet over Zoom to do a review of your life insurance policy and to catch up in general. Please click here to schedule the meeting that best fits your calendar. If you have any questions before then, please feel free to email me.

Jack looks forward to speaking with you and discussing your account.

Sincerely,