

Dear [Interviewer's Name],

Thank you very much for the opportunity to interview for the [Job Title] position at [Company Name]. I genuinely appreciate the time and effort you and your team have invested in the hiring process.

After careful consideration, I have decided to decline the opportunity for an interview at this time. This decision was not easy, as I have great respect for your organization and the work you do; however, I believe it is in my best interest to pursue other options that align more closely with my career goals.

I hope to stay in touch, and I wish [Company Name] continued success in all its endeavors. Thank you again for your understanding.

Sincerely,

[Your Name]

[Your LinkedIn Profile or Contact Information]