

Dear [Candidate's Name],

Thank you for taking the time to interview for the [Position Title] with us at [Company Name]. We appreciate your interest in joining our team and the effort you put into the interview process.

After careful consideration, we have decided to move forward with another candidate who we believe aligns more closely with our company culture and values. This decision was challenging given the strong qualifications of all applicants, including yours.

We encourage you to apply for future openings as we continue to grow, and we wish you the best in your job search and future endeavors.

Thank you once again for your interest in [Company Name].

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]