

# Job Offer Rescission Notification

Dear [Candidate's Name],

We hope this message finds you well. We want to express our sincere appreciation for your interest in the [Job Title] position at [Company Name]. After careful consideration, we regret to inform you that we must rescind the job offer that was extended to you on [Date of Job Offer].

This decision was not made lightly. Due to [specific reason for rescission, e.g., changes in company direction, budget constraints, etc.], we are unable to proceed with your employment at this time. We understand this news may be disappointing, and we want to assure you that this decision is based on circumstances beyond your qualifications and capabilities.

We appreciate the time you invested in the interview process and your understanding of this unexpected situation. Should circumstances change in the future, we would be happy to reconsider your application.

Thank you once again for your interest in [Company Name]. We wish you all the best in your job search and future professional endeavors.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Phone Number]

[Company Email Address]