

Letter of Non-Acceptance

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

Thank you very much for offering me the opportunity to accept the tech sponsorship proposal from [Company Name]. I appreciate the time and resources that your team put into preparing this offer.

After careful consideration, I have decided to decline the sponsorship offer. This decision was not made lightly, as I hold your organization in high regard and see the potential benefits of the sponsorship.

I wish [Company Name] all the best in its future endeavors and hope to possibly collaborate in other ways down the line.

Thank you once again for the opportunity.

Sincerely,

[Your Name]