

Business Proposal Rejection Letter

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Thank you for submitting your business proposal titled "[Proposal Title]" on [Submission Date]. We appreciate the time and effort you dedicated to presenting your ideas to us.

After careful consideration and review by our team, we regret to inform you that we will not be proceeding with your proposal at this time. This decision was made based on [briefly state reason, e.g., budget constraints, alignment with our current strategy, etc.].

We appreciate your understanding and thank you once again for your interest in partnering with us. We encourage you to keep in touch and wish you success with your future endeavors.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]