

Dear [Recipient's Name],

I hope this message finds you well. I want to extend my gratitude for the opportunity to discuss the [specific proposal name] with you and your team. I truly appreciate the time and effort invested in our conversations.

After careful consideration and reflection on our current priorities, I have decided to withdraw our proposal at this time. This decision was not made lightly, as I hold your organization in high regard and view our potential partnership as valuable.

While we will not be moving forward with this proposal, I hope to stay in touch and explore potential opportunities for collaboration in the future. Thank you once again for your understanding, and I wish you all the best with your ongoing projects.

Warm regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]