

# Withdrawal from Music Program Audition

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Music Program Name]

[Institution's Name]

[Institution's Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally withdraw my application for the audition for the [specific music program name] scheduled on [audition date].

After careful consideration, I have decided that it is in my best interest to step back at this time due to [brief reason, e.g., personal circumstances, scheduling conflicts, etc.]. I appreciate the opportunity to audition and the time you have invested in considering my application.

Thank you for your understanding. I wish the best for the program and all the candidates participating in the auditions.

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]