

# Application Outcome Notification

Date: [Insert Date]

Applicant Name: [Insert Applicant Name]

Address: [Insert Applicant Address]

Dear [Insert Applicant Name],

We are writing to inform you about the outcome of your application for [Insert Position/Program Name] submitted on [Insert Submission Date].

After careful consideration, we regret to inform you that your application has not been successful at this time. We appreciate your interest in [Insert Company/Organization Name] and the effort you put into your application.

We encourage you to apply for future openings that match your qualifications and experience. Your application will be kept on file for [Insert Duration] for any relevant opportunities that may arise.

Thank you once again for your interest in our organization. We wish you all the best in your future endeavors.

Sincerely,

[Your Name]

[Your Title]

[Company/Organization Name]

[Contact Information]