

Candidate Dismissal Notification

Date: [Insert Date]

Candidate Name: [Insert Candidate Name]

Address: [Insert Candidate Address]

Dear [Insert Candidate Name],

We appreciate the time and effort you invested in the interview process for the [Insert Position Title] position at [Insert Company Name]. However, after careful consideration, we regret to inform you that we will not be moving forward with your application.

We encourage you to apply for future openings that match your skills and experience, as we were impressed with your qualifications. Thank you once again for your interest in [Insert Company Name]. We wish you the best in your job search and future endeavors.

Sincerely,

[Your Name]

[Your Job Title]

[Insert Company Name]

[Insert Company Contact Information]