

Dear [Applicant's Name],

Thank you for your application for the [Job Title] position at [Company Name]. We appreciate the time and effort you put into your application.

After careful consideration, we regret to inform you that we will not be moving forward with your application at this time. This decision was not easy, as we had many qualified candidates.

We encourage you to apply for future openings that match your skills and experience. We value your interest in [Company Name], and we wish you the best in your job search.

Thank you once again for your interest in joining our team.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]