

Dear [Applicant's Name],

Thank you for your interest in the [Position Title] position at [Company Name]. We appreciate the time and effort you invested in your application and interview process.

We regret to inform you that after careful consideration, we have decided to move forward with other candidates who more closely match the qualifications and experience required for this role.

We encourage you to apply for future openings that align with your skills and experience. Thank you once again for your interest in [Company Name].

Wishing you all the best in your job search.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Contact Information]