

# Decision Letter

Date: [Insert Date]

[Candidate's Name]

[Candidate's Address]

[City, State, Zip Code]

Dear [Candidate's Name],

We appreciate your interest in the [Position Title] at [Company Name]. After careful consideration and review of your application, we regret to inform you that you do not meet the eligibility criteria for this position.

We encourage you to explore other opportunities within our organization that may align better with your qualifications. Please feel free to check our careers page regularly for updates on open positions.

Thank you once again for your interest in [Company Name]. We wish you the best of luck in your job search.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Contact Information]