

# Job Offer Rejection Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Employer's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Employer's Name],

Thank you for extending the job offer for the position of [Job Title] at [Company's Name]. I appreciate the time and effort you invested in the interview process and the opportunity to become part of your team.

After careful consideration, I have decided to decline the offer. Although I am truly honored by the offer, I have chosen to pursue a different opportunity that I believe aligns better with my career goals.

I wish [Company's Name] continued success and hope our paths may cross again in the future.

Thank you once again for the offer and your understanding.

Sincerely,

[Your Name]