

Letter of Appreciation for Job Referral

Dear [Referrer's Name],

I hope this message finds you well. I wanted to take a moment to express my heartfelt appreciation for referring me to the [Job Title] position at [Company Name]. Your support throughout this process has meant a great deal to me.

After careful consideration, I have decided not to move forward with the opportunity at this time. It was a tough decision, as I truly value the time and effort you invested in assisting me.

Thank you once again for your referral and your confidence in my abilities. I look forward to staying in touch and hope to return the favor in the future.

Sincerely,
[Your Name]