

# Disqualification Clarification Letter

Date: [Insert Date]

Dear [Participant's Name],

We hope this message finds you well. We are reaching out to clarify the disqualification notice you received regarding your participation in the [Program Name].

The decision to disqualify you was based on [specific reason(s) for disqualification]. We understand that this may come as a surprise, and we want to assure you that this decision was made after careful consideration of all relevant factors.

If you believe there has been an error or wish to discuss this matter further, please do not hesitate to contact us at [Contact Information]. We value your engagement and are here to assist you.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]