

## **Subject: Update on Your Application Status**

Dear [Candidate's Name],

We hope this message finds you well. We want to take a moment to thank you for your patience and understanding during our hiring process.

We regret to inform you that due to unforeseen circumstances, there have been delays in our hiring decision for the [Job Title] position. We greatly appreciate your interest in joining our team and value the time and effort you have invested in your application.

We are in the process of reviewing all applications thoroughly and expect to have a final decision by [New Decision Date]. We will keep you updated regarding any changes.

If you have any questions or need further information, please feel free to reach out to us.

Thank you for your understanding and continued interest in [Company Name].

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Contact Information]