

**Dear [Candidate's Name],**

We hope this message finds you well. We would like to thank you for your continued interest in the [Job Title] position at [Company Name].

We are reaching out to inform you that the recruitment process has encountered some delays due to [brief reason for the delay, e.g., "internal restructuring" or "high volume of applications"]. We appreciate your patience and understanding during this time.

We are currently working diligently to get back on track and anticipate that we will have an update for you by [specific date or time frame if possible]. In the meantime, please feel free to reach out with any questions or concerns you may have.

Thank you once again for your interest in [Company Name]. We value your enthusiasm and appreciate your understanding.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Contact Information]