

Subject: Internship Proposal Response

Dear [Recipient's Name],

Thank you very much for offering me the internship position at [Company/Organization Name]. I truly appreciate the opportunity and the time you invested in considering my application.

After careful consideration, I have decided to decline the internship offer at this time. This was not an easy decision as I hold [Company/Organization Name] in high regard, but I believe it is the best choice for my current academic and personal commitments.

Thank you once again for your kind offer and understanding. I hope we can keep in touch and possibly connect again in the future.

Warm regards,

[Your Name]

[Your Email]

[Your Phone Number]