

# Clarification Regarding Resume Embellishments

Date: [Insert Date]

To: [Recipient's Name] [Recipient's Title] [Company Name] [Company Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to address a matter of importance regarding my resume submitted during the application process for the [Job Title] position at [Company Name].

Upon reflection, I would like to clarify certain details included in my resume that may have been presented in a manner that could be construed as unclear or embellished. Specifically, [insert specific details you wish to clarify]. My intention was never to mislead but rather to highlight my relevant experience and skills.

I appreciate your understanding and would be more than happy to provide additional context or documentation regarding my qualifications. Thank you for your consideration, and I look forward to the opportunity to further discuss my application.

Sincerely,

[Your Name] [Your Phone Number] [Your Email Address]