

# Employment Application Regret Letter

Date: [Insert Date]

Dear [Applicant's Name],

Thank you for your application for the [Job Title] position at [Company Name]. We appreciate the time and effort you invested in the application process.

We regret to inform you that, after careful consideration, we have decided not to move forward with your application. This was a difficult decision as we received a number of applications from highly qualified candidates.

We encourage you to apply for future openings that match your skills and experience. Thank you again for your interest in [Company Name], and we wish you the best in your job search.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Address]

[Phone Number]

[Email Address]