

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Hiring Manager's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Hiring Manager's Name],

Thank you very much for offering me the seasonal position of [Job Title] at [Company Name]. I truly appreciate the time and effort you and your team invested in the interview process and in sharing the details about the role and your organization.

After careful consideration, I have decided to decline the offer. This decision was not easy, as I hold your company in high regard and am impressed by the work you do. However, I have taken a different direction that aligns more closely with my current goals.

I hope to stay in touch and possibly cross paths in the future. I wish you and the team at [Company Name] all the best for the upcoming season and beyond.

Thank you once again for the opportunity.

Sincerely,

[Your Name]