

# Withdrawal of Job Offer

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Employer's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Employer's Name],

I hope this message finds you well. I am writing to formally withdraw my acceptance of the job offer for the [Job Title] position at [Company's Name], which I accepted on [Date of Acceptance].

After careful consideration, I have decided to pursue another opportunity that aligns more closely with my career goals. I appreciate the time and effort you and your team invested in my recruitment and the opportunity to join [Company's Name].

Thank you once again for your understanding. I wish you and your team all the best in your future endeavors.

Sincerely,

[Your Name]