

Final Decision on Partnership Collaboration

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Company]

[Recipient's Address]

Dear [Recipient's Name],

Thank you for your interest in partnering with us and for the discussions we've had regarding a potential collaboration.

After careful consideration, we have decided not to move forward with the partnership at this time. This decision was based on [brief reason for decision, e.g., "strategic priorities," "resource allocation," or "the current market conditions"].

We appreciate the time and effort you invested in this process and hope to keep the door open for potential collaborations in the future. We value your work and wish you continued success.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]