

[Your Name]

[Your Title]

[Your Company]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Company]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

Thank you for your recent proposal regarding a potential business alliance between [Your Company] and [Recipient Company]. We truly appreciate the time and effort you invested in presenting your ideas.

After careful consideration, we have decided not to move forward with this partnership at this time. While we are impressed with your organization's accomplishments and vision, we believe our current strategic objectives do not align closely enough to warrant joining forces.

This decision was not made lightly, and it reflects our dedication to maintaining a focused approach in our business initiatives. We do, however, wish you and [Recipient Company] continued success in your endeavors.

Thank you once again for your interest in collaborating with us. We hope to have an opportunity to explore potential synergies in the future.

Warm regards,

[Your Name]

[Your Title]

[Your Company]