

# Contract Rejection Letter

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Company]

[Recipient's Address]

Dear [Recipient's Name],

Thank you for your recent proposal regarding the contract negotiation dated [Insert Date]. After careful consideration, we regret to inform you that we will not be moving forward with the contract at this time.

This decision was not made lightly. Although we appreciate the effort and resources you invested in the proposal, we have decided to pursue alternative options that better align with our current objectives.

We value our relationship and hope to explore other opportunities for collaboration in the future.

Thank you once again for your understanding. Please feel free to reach out if you have any questions.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Address]