

[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 application for the [Job Title] position at [Company's Name], which I applied for on [Application Date].

Unfortunately, due to unforeseen health concerns, I am unable to proceed further in the application process. This decision was not made lightly, as I was very enthusiastic about the opportunity to work with your esteemed company.

I appreciate your understanding in this matter and thank you for the consideration you extended towards my application. I wish you and your team all the best in finding the right candidate for the role.

Sincerely,
[Your Name]