

Notification of Application Reception

Date: [Insert Date]

Dear [Applicant's Name],

We are pleased to inform you that we have successfully received your application for the [Position/Program Name] at [Company/Organization Name].

Your application is currently being reviewed, and we will notify you of the next steps in the selection process shortly.

Thank you for your interest in joining our team.

Best regards,

[Your Name]

[Your Job Title]

[Company/Organization Name]

[Contact Information]