

# Job Offer Rejection Letter

Date: [Insert Date]

Hiring Manager's Name

Company Name

Company Address

City, State, Zip Code

Dear [Hiring Manager's Name],

Thank you for offering me the [Job Title] position at [Company Name]. I appreciate the time and effort your team invested in the interview process, as well as the insights you provided about the role and the company.

After careful consideration, I regret to inform you that I must decline the job offer. While I am genuinely impressed by your organization and I enjoyed learning about the team, I have concluded that the offered compensation does not align with my current financial needs and expectations.

Thank you once again for the opportunity. I hope to keep in touch for any potential future opportunities that may arise.

Wishing you and your team all the best.

Sincerely,

[Your Name]

[Your Phone Number]

[Your Email Address]