

# Job Offer Withdrawal Letter

Your Name  
Your Address  
City, State, Zip Code  
Email Address  
Phone Number  
Date

Hiring Manager's Name  
Company Name  
Company Address  
City, State, Zip Code

Dear [Hiring Manager's Name],

I hope this message finds you well. I am writing to formally withdraw my acceptance of the job offer for the position of [Job Title] at [Company Name], which I had previously accepted on [Date of Offer Acceptance].

After conducting further research on the company's operations and values, I have come to the conclusion that this opportunity may not align with my career goals and personal values. I appreciate the time and effort you invested in the interview process and my recruitment, and I thank you for the opportunity extended to me.

I wish [Company Name] continued success and hope to cross paths in the future under different circumstances.

Sincerely,  
[Your Name]