

Dear [Client's Name],

I hope this message finds you well. I want to express my sincere gratitude for considering me for the [project name] project. It means a lot to me.

After careful consideration, I regret to inform you that I must decline this opportunity. Due to prior commitments, I am unable to devote the time and attention that your project deserves.

I truly appreciate your understanding and hope we can collaborate on a different project in the future. Please feel free to reach out to me at any time.

Thank you once again for your offer. Wishing you all the best with your project.

Best regards,

[Your Name]

[Your Contact Information]