

Date: [Insert Date]

[Consultant's Name]

[Consultant's Company]

[Consultant's Address]

[Consultant's City, State, Zip]

Dear [Consultant's Name],

Thank you for considering me for the consultancy role with [Consultant's Company]. I appreciate the time and effort you put into the selection process and the opportunity to discuss your needs in detail.

After careful consideration, I have decided to decline the consultancy offer at this time. This decision was not easy, as I hold [Consultant's Company] in high regard and believe in the vision you are pursuing.

However, I would like to express my interest in exploring potential collaborations in the future. I believe our mutual values and goals could create significant opportunities for us both.

Thank you once again for the opportunity, and I hope to stay in touch. Please feel free to reach out if there are any projects or initiatives where we could potentially work together.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Address]

[Your City, State, Zip]

[Your Email]

[Your Phone Number]