

Job offer cancellation due to restructuring

Subject: Cancellation of Job Offer

Dear [Candidate Name],

We regret to inform you that due to recent internal restructuring, we must withdraw the job offer for the position of [Position Name] at [Company Name]. This decision was not taken lightly and we sincerely apologize for any inconvenience caused.

We greatly appreciate your interest in our company and encourage you to apply for future opportunities.

Sincerely,

[Your Name]

[Position]

[Company Name]

Get more templates here:

<https://www.lettersandtemplates.com/letters/cancellation-of-job-offer-or-employment-letter>