

Polite Or Nice Rejection Letter

Dear [Recipient's Name],

I hope this letter finds you well. I wanted to personally reach out and express my appreciation for your interest in [specific opportunity/position/project] and for taking the time to submit your application.

After careful consideration and thorough evaluation, we have come to a difficult decision regarding the selection process. While your qualifications and experiences are impressive, we regret to inform you that we have decided to move forward with other candidates who more closely align with our current needs and requirements.

Please understand that this decision was not made lightly, as we understand the time and effort you invested in applying. We truly value the talent and potential you possess. It is our hope that you will find an opportunity that fully utilizes your skills and expertise in the near future.

We encourage you to keep pursuing your career goals and never lose sight of your aspirations.

Your dedication and hard work will undoubtedly lead you to success. We will retain your application on file for future reference, should any suitable positions become available.

Once again, we sincerely appreciate your interest in our organization and the effort you put into your application. We wish you the very best in your future endeavors. If you have any questions or would like feedback on your application, please feel free to reach out to us.

Thank you for your understanding.

Kind regards,

[Your Name]

[Your Title/Position]

[Company/Organization Name]