

Empathetic tone unemployment denial letter

Subject: Unemployment Claim Outcome

Dear [Applicant Name],

We understand that this may be a difficult time, and we sincerely regret to inform you that your unemployment benefits claim has been denied based on [reason].

You may appeal this decision within [timeframe]. We encourage you to gather any supporting documentation to strengthen your case. Our team is available for guidance during this process.

Warm regards,

[Name]

[Position]

[Agency/Organization Name]

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