

Conditional Denial Notice

Date:

To:

Subject: Conditional Denial of Your Request

Dear ,

We have reviewed your request dated regarding .

After careful consideration, we regret to inform you that your request is **conditionally denied** at this time. The denial is based on the following reason(s):

However, should you address or resolve the issues outlined above, we will be willing to reconsider your request. Please refer to the following conditions that must be met:

If you have any questions or need further clarification, please contact us at .

Sincerely,