

Letter of Non-Selection Notification

Date:

To:

Dear ,

Thank you for your interest in the position of  with . We have completed our review of all applications received and regret to inform you that you were not selected for this position.

We appreciate the time and effort you invested in your application and wish you the best in your future professional endeavors. Your application will be kept on file for consideration should other opportunities arise.

Thank you again for your interest in joining .

Sincerely,