Unsuccessful Applicant Letter

| Reference: |
|---|
| Date: |
| Name of Applicant: |
| Address: |
| Dear |
| Thank you for your interest in the position of |
| We regret to advise, however, that after careful consideration, your application was not successful on this occasion. |
| We thank you for your interest in our Company and hope you will be successful in finding suitable employment. |
| |
| Yours sincerely, |

