

[Date]

[Recipient Name]

[Recipient Company Name]

[Recipient Address]

[City, State, Zip Code]

Subject: Formal Notice of Non-Engagement

Dear [Recipient Name],

Thank you for submitting your proposal/expression of interest regarding the property development project located at [Project Address/Name].

After a thorough review of your submission and our current project requirements, we are writing to formally notify you that [Property Developer Name] has decided not to engage your services at this time.

Please be advised that this decision does not constitute a reflection on the quality of your work or your professional standing. We have chosen to move forward with another party that currently aligns more closely with our specific technical needs and budgetary constraints for this particular development.

We will keep your information on file for potential future opportunities should a relevant project arise. All confidential documents or proprietary information provided during the discussions will be handled in accordance with our privacy policy.

We appreciate the time and effort you invested in your proposal and wish you success in your future endeavors.

Sincerely,

[Your Name]

[Your Title]

[Property Developer Name]