Dear [Candidate Name],

Thank you for taking the time to meet with our team for the final round of interviews for the [Job Title] position. It was a pleasure learning more about your background and your interest in [Company Name].

The hiring committee has completed its review of all finalists. While we were impressed with your qualifications and your enthusiasm for the role, we have decided to move forward with another candidate whose current experience aligns more closely with our specific needs at this time.

We appreciate the effort you put into the application process. We will keep your resume on file for future opportunities that may be a good fit for your skills.

Thank you again for your interest in [Company Name], and we wish you the very best in your professional career.

Best regards,

[Your Name]
[Your Title]
[Company Name]