

Subject: Update on your application - [Company Name]

Dear [Candidate Name],

Thank you for taking the time to meet with us and for completing our cultural add assessment for the [Job Title] position.

After careful consideration, we have decided not to move forward with your application at this time. While we were impressed with your skills and background, we are looking for a specific set of attributes that align with our current team dynamics and long-term cultural goals.

We appreciate the interest you have shown in [Company Name]. We will keep your resume on file for future opportunities that may be a better match.

We wish you the best of luck in your job search and your professional future.

Best regards,

[Your Name]

[Your Title]

[Company Name]