

[Date]

[Candidate Name]

[Candidate Address]

[City, State, Zip Code]

Subject: Regarding your application for [Job Title]

Dear [Candidate Name],

Thank you for taking the time to meet with us to discuss the [Job Title] position. We enjoyed learning more about your experience and your impressive background in [mention a specific skill].

While we were very impressed with your qualifications, we are writing to inform you that we are unable to move forward with your candidacy at this time. After careful consideration, we have determined that there is a significant mismatch between our allocated budget for this role and your salary requirements.

As a company, we must adhere to specific budgetary constraints for this position, and unfortunately, we cannot meet the compensation level you are seeking. We wanted to be transparent about this decision so that you can focus your efforts on opportunities that better align with your expectations.

We appreciate your interest in [Company Name] and wish you the very best in your job search and future professional endeavors.

Sincerely,

[Your Name]

[Your Title]

[Company Name]