[Date]

[Candidate Name]
[Candidate Address]
[City, State, Zip Code]

Dear [Candidate Name],

Thank you for your interest in the [Job Title] contract position with [Company Name] and for taking the time to speak with us regarding your qualifications.

After reviewing your application and discussing the requirements for this specific role, we regret to inform you that we are unable to move forward with your candidacy at this time. Our current policy for this contract engagement does not provide for visa sponsorship or the processing of work authorization renewals.

As our hiring requirements specify that candidates must be authorized to work in the United States without the need for present or future company sponsorship, we are unable to proceed with your application for this particular opening.

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

Sincerely,

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