Rejection Email

[ C*ompany name* ]

Dear [*Candidate\_name*],

Thank you for taking the time to consider [*Company name*]. Our hiring team reviewed your application and we’d like to inform you that we are not able to advance you to the next round for the [*Job title*] position at this time [with explaining the reason .]

We encourage you to apply again in the future, if you find an open role at our company that suits you.

Thank you again for applying to [*Company name*] and we wish you all the best in your job search.

Regards,

[*Your name*]  
[*Your email signature*]