

[Your Company Name]
[Your Address]
[Date]

[Client Name]
[Client Company Name]
[Client Address]

Dear [Client Contact Name],

Thank you for reaching out to [Your Company Name] and sharing your portfolio for consideration. We appreciate the opportunity to learn more about [Client Company Name].

After reviewing your materials and our current strategic objectives, we have decided that we cannot move forward with your request at this time. Our firm is currently focusing its resources and expertise on a specific set of industries, and your business falls outside of our current sector alignment.

Because we aim to provide the highest level of specialized value to our clients, we only take on projects where our industry experience matches the client's needs perfectly. Unfortunately, we do not believe we are the right partner to help you achieve your specific goals in your field.

We wish you and [Client Company Name] the very best of luck in your future endeavors.

Sincerely,

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