

[Date]

[Applicant Name]

[Applicant Address]

[City, State, Zip Code]

Dear [Applicant Name],

Thank you for your interest in the [Job Title] position at [Company Name] and for sharing your portfolio with us.

After a careful review of your application and work samples by our creative team, we regret to inform you that we will not be moving forward with your candidacy at this time.

While your background is impressive, the current quality and specific style of the work presented in your portfolio do not quite align with the technical requirements and creative standards we are looking for in this particular role.

We appreciate the time and effort you put into your application. We will keep your resume on file for future opportunities that may be a better match for your skillset.

We wish you the best of luck in your professional pursuits.

Sincerely,

[Your Name]

[Your Title]

[Company Name]