

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

[Client Name]
[Client Job Title]
[Client Company Name]

Subject: Alternative Candidate Presentation - [Job Title] - [Reference Number]

Dear [Client Contact Name],

Following the recent cancellation of the placement for [Previous Candidate Name] for the [Job Title] position, I wanted to reach out immediately to ensure your hiring needs are still met without further delay.

I understand that the project requirements remain a priority. Consequently, I have revisited our talent pool and identified an exceptional alternative candidate who matches the specific criteria we discussed.

Candidate Name: [New Candidate Name]

Key Qualifications:

- [Key Skill or Years of Experience]
- [Key Achievement or Certification]
- [Previous Relevant Role/Company]

I have attached [New Candidate Name]'s resume for your review. They are available for an interview on [Date/Time] and can start as early as [Start Date].

I am confident that this candidate is a strong fit and can seamlessly step into the role. Please let me know if you would like to schedule a call or a formal interview.

Best regards,

[Your Signature]
[Your Phone Number]
[Your Email Address]