**Job Offer Rejection Email Example**

**Subject Line:**Job Offer – Your Name

Dear Mr. LastName,

Thank you very much for offering me the opportunity to work at ABCD Company. I appreciate the time you spent meeting with me to discuss the job.

It was a difficult decision, but I will not be accepting the position.

I would, again, like to express my gratitude for the offer and my regrets that it did not work out. You have my best wishes in finding a suitable candidate for the position. I wish you and the company well in all future endeavors.

Best regards,

Your Name  
Phone Number  
Email