

Thank you for visiting our site.

**We strive to provide solutions for your business needs
and appreciate the opportunity of assisting your
organization.**

Note to Consumer:

This Document is furnished with the express understanding that businessolver.com is not engaged in rendering legal, accounting or other professional services or advice. While this Document is designed to provide accurate information in regard to the subject matter covered, the accuracy or fitness for a particular situation is not guaranteed. Laws and regulations vary among jurisdictions, and may change or be subject to differing interpretations. As with any legal matter, common sense should be used in determining whether you need the assistance of an attorney or other competent professional for your particular situation. By using this Document, you are acting as your own attorney. It would be advisable and prudent to examine the laws of your state before using this Document. Even if you are completely satisfied with this Document, we encourage you to have your attorney review it to determine whether there is something unique about your particular situation, which may suggest that some modification or different approach be undertaken. Your nonexclusive, nontransferable license to use this Document includes the right for your legal counsel to use and modify this Document solely for your own use. Please keep in mind that under the Terms & Conditions found at the businessolver.com website, which are applicable to this Document, businessolver.com does not and shall not have liability or responsibility to any person, including yourself, for any loss or damage caused or alleged to be caused by the use of this Document in a particular transaction.

Please Note: If you have downloaded this document in Word or Adobe Acrobat – and have Adobe Acrobat Reader – you will be able to customize this document for your organization. The customization fields have been denoted by the following characters < >. You will want to peruse through the document and enter the appropriate names and/or titles as they may fit in the text.

<Date>

<Address>

Dear <Applicant>:

Thank you for allowing me the opportunity of reviewing your application for employment.

At this time, there are no openings available which fit your particular requirements and qualifications. Please be assured, however, that we will hold your application for any future openings.

Your interest in employment with <Company Name> is greatly appreciated.

Good luck with future endeavors.

Sincerely,

<Name>

<Position Title>