**Sample Regret After Interview Email**

Dear INSERT NAME,

I refer to your recent interview of INSERT JOB TITLE with INSERT COMPANY NAME and regret to inform you that, on this occasion, you were not successful with your application.

It was, however, an extremely difficult decision to make as the calibre of interviewees was very high and as a result I would, with your permission, like to retain your application on file for 12 months. In the event that a suitable vacancy occurs in the future I will contact you again to establish if you are still available and would be interested in knowing further details.

In the meantime, may I take this opportunity to thank you for the interest you have shown in the Company and wish you every success in finding a suitable position.

Kind Regards,

*Insert Name*

*The Recruitment Team*

***We Are an Equal Opportunities Employer.***