



# Sample Follow-Up to Rejection

F11

321 School Street  
City, State Zip  
Date



Dis A. Pointed's  
Address

Ronald McDonald  
Staffing Manager  
Biotech Biz Incorporated  
City, State Zip

Dear Mr. McDonald:

I want to thank you for your efforts and consideration of my application for the assistant research and development technician position in the Boulder laboratories. Needless to say, I was disappointed to learn that another candidate had been selected. I know there were many applicants for the position, all with excellent qualifications, and I appreciate the time and care that you and your staff took in making the decision.

As we discussed, my family and I would love to relocate to the Boulder area since we both have family in Colorado. I hope you will keep me in mind, should another position arise in the Boulder research facility or in any of your other Western region facilities. Based on Biotech Biz Incorporated's projected growth, I am certain that new opportunities will become available. I feel that I would make a significant contribution to the further development of your organization.

Best regards,

*Dis A. Pointed*



Dis A. Pointed's  
Signature

Dis A. Pointed