

[Your Company Letterhead]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Company]

[Recipient's Address]

Dear [Recipient's Name],

Thank you for your recent proposal regarding a potential partnership between [Recipient's Company] and [Your Company]. We sincerely appreciate the time, effort, and strategic thought invested in outlining the possible collaboration opportunities and shared objectives.

Following a thorough review and careful consideration, we regret to inform you that we are unable to move forward with your business partnership proposal at this time. Our decision is based on existing commitments and the identification of areas where our interests and priorities may overlap, potentially leading to conflicts or competition between our organizations.

We believe it is essential to maintain transparent and professional boundaries to ensure the continued integrity of both our operations. This ensures that both parties can pursue their respective goals without risk of misunderstanding or conflicts of interest.

Please understand that this decision does not reflect the value or potential of your company. We are grateful for your interest in collaborating with us and hold you and your team in the highest regard. Should our circumstances change or opportunities for non-conflicting collaboration arise in the future, we would welcome the chance to revisit this discussion.

Thank you once again for approaching us and for your professionalism throughout this process. We wish [Recipient's Company] much success in all future endeavors and look forward to the possibility of engaging under more suitable circumstances.

Sincerely,

[Your Name]

[Your Title]

[Your Company]