

Professional Email

Dear [Recipient Name],

Thank you for contacting us regarding [incident or claim]. After careful evaluation, we must clarify that our organization does not accept liability for this situation.

We have reviewed all relevant documentation and circumstances and found that [reasoning for denial]. Please consider this as our official position on the matter.

If you require further clarification, do not hesitate to contact us.

Best regards,

[Your Name]

[Your Position]

[Company Name]

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