

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

Kwik Trip, Inc.

[Company Address]  
[City, State, Zip Code]

Dear [Manager's Name / Human Resources],

I am writing to formally withdraw my application for the [specific position] at Kwik Trip, which I submitted on [submission date]. After careful consideration, I have decided to pursue other opportunities that align more closely with my career goals.

I appreciate the time and effort you and your team have put into reviewing my application. I wish Kwik Trip continued success and thank you for the opportunity to be considered.

Sincerely,  
[Your Name]