

## Rebuttal Letter to Your Employer

[Your Name]

[Your Address]

[City, State, Zip Code]

Dear Employer's Name,

I would like to explain the circumstances that contributed to this decrease. As you know, I took on the role of primary caretaker for my ill father during this time. This increased responsibility meant that I was unable to devote as much time to work as I had in the past. In addition, several key members of my team left the company during this period, which made it difficult to maintain sales numbers.

Despite these challenges, I remained dedicated to my work and [Name of Company]. I am confident that given the opportunity, I will be able to increase sales and exceed expectations in the coming year.

Thank you for your time and consideration.

Sincerely,

[Signature]

[Your Name]

List of enclosures: [medical reports]