



Standard letters — 7 indirect wordings

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11 letters · fictional document

Fictional document — demonstration example

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Fictional document, produced for demonstration. **This record carries no recommendation.** It records a consistent drafting practice, which suggests a template rather than individual habit.

Letter	Decision announced	Wording used	Direct?
Refusal of support	Refusal	"could not be granted"	No
Rejection of an incomplete file	Rejection	"cannot be assessed as it stands"	No
Objection to a declaration	Objection	"calls for observations"	No
Refusal of a grant	Refusal	"was not selected"	No
Non-renewal	Non-renewal	"will not be continued"	No
Refusal of an exemption	Refusal	"cannot be granted"	No

Letter	Decision announced	Wording used	Direct?
Rejection of an internal appeal	Rejection	"is maintained"	No
Award of support	Award	"is granted"	Yes
Acknowledgement	—	—	—
Summons	—	—	—
Request for documents	—	—	—

All seven unfavourable decisions use an indirect wording; the one favourable decision is announced directly. The pattern is systematic, which makes it an editorial choice rather than a run of accidents.

What this record does not say

Whether that choice is right. An administration may legitimately want to soften a refusal; it may equally want it understood first time. Both positions can be defended, and neither follows from a readability score.

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