### **Church Officer Resignation Letter**

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

**[Recipient’s Name/Title]**[Church Name]  
[Church Address]  
[City, State, ZIP Code]

**Subject:** Resignation from the Position of Church Officer

Dear [Recipient’s Name/Title],

I am writing to formally resign from my position as [specific officer title] at [Church Name], effective [last date of service]. After much thought and prayer, I have come to this decision due to [reason, e.g., personal commitments, health concerns, or relocation].

It has been an honor and privilege to serve as a Church Officer and to contribute to the mission and vision of [Church Name]. The relationships I have built and the spiritual growth I have experienced during my time here have been deeply meaningful.

Please know that I am willing to assist in any way to ensure a smooth transition for my successor. My prayers remain with [Church Name], its leadership, and the congregation.

Thank you for the opportunity to serve in this capacity. May God continue to bless and guide the ministry of [Church Name].

Yours in Faith,  
[Your Full Name]