

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]