

Sender's Full Name

Sender address

Date

Address of the Receiver

Dear \_\_\_\_\_ (Name of the Recipient),

Last week you visited our church. I would like to thank you for taking out time and visiting our church. The sermon you gave was superb. I hope you enjoyed our hospitality as much as we liked your sermon.

At times, a congregation gets comfortable with their regular pastor and a fresh perspective is required. We have a fabulous pastoral team and we have visiting speakers from time to time.

Your visit was much appreciated and your presentation style was simple and lucid to follow. Thanks for using the projector so we could take notes of the major points of your sermon.

If you ever decide to relocate, please consider applying to a leadership position at our church. We are always looking for inspiring leaders in Christ!

Sincerely,

\_\_\_\_\_ (Sender's Name)

