**CHURCH LETTER OF RESIGNATION**

May 22, 2017

John M. Smith  
The Mission Church  
77 Parkway Ave.  
Phoenix, AZ 85003  
(321) 321-5555

Dear Pastor Smith,

Unfortunately, I am writing this letter to present my official resignation as leader of the Foreign Missions Team, effective two weeks from today (June 5, 2017). I have had such an amazing experience serving under your mentorship and instilling the love of Christ into the hearts of hundreds. However, my time with The Mission Church must come to a close.

I have been presented with an opportunity to lead a small group of missionaries in Portugal where, as you know, the presence of God has become less and less prevalent. I have prayed over this decision, and I truly believe that this is what God wants me to do.

Your guidance over these past few years has been nothing but a positive impact on my life and on those close to me. I only wish to continue teaching others as you have taught me. Thank you for everything and give my love to your family and the entire congregation.

I look forward to hearing back from you and I wish you all the best.

Regards,

Danny Collins