

Letter to Personal Reference

Date

Dear _____,

_____ has agreed to become a candidate at our church for the position of pastor. He has given us permission for us to contact you as a reference regarding his character and suitability for this ministry. Your honest response to the enclosed questionnaire will be very valuable and all information will be considered confidential.

Sincerely in Christ,

Chair, Search Committee

Enclosures:

(Note: it is good to enclose a self-addressed, stamped envelope with this letter.
DELETE this Note before printing)