

Letter Inviting A Fellow Minister To Come Preach

Date

Name, Pastor

Church Name

Street Address

City, State Zip

Dear Pastor **Name**,

Greetings on behalf of the First Church congregation. I hope that all is going well with the body of believers at **Town Center Chapel**.

I am writing because I would consider it an honor to have you come and share the Word of the Lord with **First Church**. I hold you in high esteem and know you to be a man of God who understands the times in which we live. I am certain that what you would preach would be of great impact to us.

The dates that I have available for the months of **February and March are as follows: February 11th and 18th, or March 4th, 18th or 25th**. I hope that one of those dates works for you.

Please give me a call at your earliest convenience and let me know whether or not you will be able to accept my invitation. **My office number is (777) 777-7777 and my cell phone number is (777) 777-7777.**

I look forward to hearing from you soon. God bless you.

Sincerely,

Name