

Letter of Recognition

Date: [Insert Date]

Dear [Coordinator's Name],

We are writing to express our heartfelt gratitude for your outstanding dedication and hard work as a coordinator for our church outreach program. Your commitment to serving our community has made a significant impact on those in need.

Your leadership and organizational skills have not only inspired our volunteers but have also helped us reach and support more individuals and families than ever before. Your vision for the outreach program has brought hope and assistance to many, and we are truly thankful for your efforts.

We appreciate the countless hours you have spent planning, coordinating events, and rallying support within our congregation. Your selflessness and passion for service reflect the core values of our church, and we are proud to have you as part of our team.

As a token of our appreciation, we would like to honor you during our upcoming service on [Insert Date]. We hope you will join us and allow us to publicly recognize your contributions to our outreach program.

Once again, thank you for your unwavering dedication and commitment. We are blessed to have you in our church community.

Warm regards,

[Your Name]

[Your Position]

[Church Name]

[Contact Information]