

Retirement Announcement

Dear [Community Name] Congregation,

It is with a mix of sadness and joy that we announce the retirement of our beloved Pastor [Pastor's Name], effective [Retirement Date]. After [Number] years of dedicated service, Pastor [Last Name] has decided to enter a new chapter of life.

Pastor [Last Name] has been a guiding light for our community, inspiring many through sermons, outreach programs, and personal connections. We are grateful for the countless moments shared, the wisdom imparted, and the love shown.

Please join us for a farewell gathering on [Date] at [Time] at [Location] to celebrate Pastor [Last Name]'s legacy. It will be an opportunity to express our gratitude and share memories.

We wish Pastor [Last Name] all the best in this new journey and hope to keep in touch as they step into this well-deserved retirement.

With heartfelt thanks,

[Your Name]
[Your Title]
[Church Name]