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| Street  Suburb  City  Contact: [NAME]  Email: [NAME]  [EMAIL]  [NAME #2]  [EMAIL #2] |



**Letter of calling [DATE]**

(Acta 1985:557-558; [Smit 2007](https://core.ac.uk/download/pdf/38241716.pdf))

Dear Brother / Rev. / Dr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

It is my pleasure to tell you that the Reformed Church \_\_\_\_\_\_\_\_\_\_\_\_\_\_ has met on \_\_\_\_\_\_\_\_\_\_\_\_\_\_ under the direction of the Church Council and that you have been elected as shepherd and teacher of this Church at this meeting.

The church council has decided to call you to this office in the church, of which I hereby inform you. The church council would like to invite you, should you decide to accept the call to serve in this church, to make an appointment with the church council where we can discuss your compensation/remuneration together with you. We encourage you to make this appointment with confidence that the church council fully recognises the obligations which we have towards you.

We trust that you will accept this call after obtaining the necessary church approval and we pray that God the Holy Spirit will guide you in your consideration. May you soon come to the Reformed Church \_\_\_\_\_\_\_\_\_\_\_\_\_\_ and in your doctrine and life, through the proclamation of the Word, the ministry of the sacraments, the teaching of youth, regular home visits, and comforting the sick, care for the entire flock.

For our part, we all promise to give to you all the the respect, love, co-operation and intercession that is owed to a faithful minister of God’s Word.

On behalf of the Church Council,

[NAME] (Elder) [NAME] (Scribe)