**LETTER OF NON-ACCEPTANCE**

Date

Dear

Thank you for your interest in the position of (ministry position) at our church. We have received biographical information from a number of qualified, committed persons and have sought to consider each one prayerfully.

God has led us in another direction. We trust that God will continue to lead you as you seek to serve Him. Thank you for your prayers for our congregation. We, too, pray for you and your family.

Sincerely,