From,

Derek Reynolds,

8512 East Santa Clara Court

Romulus, MI 48174

United States

Date:\_\_\_\_\_\_\_\_\_\_\_\_ (Date on which letter is written)

To,

Father Edwin Hayes

Oak Park Catholic Church

8955 Clark Avenue

Oak Park, MI 48237

Sub; Request for church membership transfer

Dear Father Hayes

My name is Derek Reynolds, a member of Oak Park Catholic Church for three years. I appreciate your support and service to the members of this church. I have experienced spiritual growth since I joined this church. I hereby write to request for a transfer to the Palm City Catholic Church in Florida. I have received a job transfer to Florida and we are relocating with my family.

I wish to join the Palm City Catholic Church congregation and continue serving in the church choir. It saddens me to leave this church because it has been my spiritual family. I assure you that I will continue serving in the choir and blessing people with music.

Kindly grant me this church membership so that I will be an active member of the Palm City Catholic Church congregation.

I wish you and the Oak Park Catholic Church congregation abundant blessings

Yours Truly,

\_\_\_\_\_\_\_\_\_\_

Derek Reynolds