

## Appendix P

<Date>

Dear siblings in Christ of <congregation>,

It is with joy and thanksgiving that the Call Committee and the <congregation> Council voted to recommend <candidate> as a candidate for Word and <Service for Deacon or Sacrament for Pastor> ministry at <Congregation>. This letter serves to inform you of a congregational meeting and vote, scheduled for <Date>.

Included with this letter is a biography of <the candidate>. You are invited to attend a meet and greet fellowship event on <date and time> to meet <the candidate>. Additionally, you will find enclosed the compensation package that is being put forward along with the motion to call this rostered minister.

On the day of the congregation meeting and vote, <the candidate> will preach <and preside, as appropriate>. The meeting will follow worship. A representative of the bishop's office from the Lower Susquehanna Synod will be present to conduct the vote. Voting members of <congregation> will then be invited to vote.

After all the votes have been counted, an announcement will be made as to the call vote results.

This is an exciting time in the life of our congregation! We ask that you hold the candidate and the whole congregation in prayer as we engage in discernment together.

In Christ,

Council president