

Sample letter of Endorsement from your church
(typed on your Official Church letterhead)

(Name of Chief), Fire Chief
(Name of Dept) Fire Department
Street address.
Town, state and zip

Dear Chief (Name):

We count it a privilege to commend (YOUR NAME) to you as a fire department chaplain. (YOUR NAME) has been (POSITION) of (NAME OF CHURCH) for ____ years.

(YOUR NAME) is ordained to the gospel ministry as a (name of denomination that ordained you) minister where he has given faithful service for ____ years. He is well known and well loved in our community. His spiritual devotion and practice in ministry is above reproach and well respected by those who know him well, even by those of other religious persuasions.

We believe that (YOUR NAME) will work well in the pluralistic environment of a fire department setting; that he will work well within the command system, honor confidentiality, and that he will do his best to learn whatever is required of him to become the best chaplain he is capable of being.

Without reservation, and with the full endorsement of our (elders/deacons/church board), on behalf of the membership of (church name) Church, we commend to you, (YOUR NAME), to serve in the ministry as chaplain with your department and other agencies in which he may have opportunity to serve.

Sincerely,

Chairperson, deacons/elders/church board
Name of Church

This is a sample letter of endorsement from a local church to the fire department. You will probably want to get a letter of endorsement from your denomination, as well. Some states require you have a letter from your religious affiliation, some only require a letter from the church. Check with your state denominational office, or seek competent legal advice on what your state requires..