



Brown Trail School of Preaching

Building knowledge. Building skills. Building character. Building...preachers.

Date

John Doe
1234 Main St.
Anywhere, TX 76543

Dear brethren/brother,

Paragraph #1 – Pleasantries

Paragraph #2 – School update

Paragraph #3 – Personal update

Paragraph #4 – Closing remarks and personal interest

In Christian love,

Signature

Phone number

Email address