To Whom It May Concern:

Please excuse __________ from work/school for the following annual holy days and festivals on their respective days for 20___:

- Passover*
- Days of Unleavened Bread
- Pentecost

* Observed the evening before

This is to confirm that ________________ is a member of the Church of God, a Worldwide Association, and that this Church teaches the observance of the annual holy days and festivals as the spiritual duty of each member in order to maintain his or her status in the Church. As stated in the Fundamental Beliefs of the Church of God, a Worldwide Association:

12. The Passover
The Passover is to be observed in the evening, at the beginning of the 14th of Nisan (Abib) in accordance with the Hebrew calendar as preserved by the Jews. The New Covenant Passover symbols instituted by Jesus Christ on the night before He died—foot-washing, unleavened bread and wine—are part of this service. Christians follow Jesus Christ's instruction and example by observing the Passover annually as a memorial of His death. ([Scriptural support: Exodus 12; Matthew 26:18-30; John 13:1-15; Luke 22:1-20; John 1:29; 1 Corinthians 5:7.]

13 The Festivals of God
The seven annual festivals are special times of assembly. Given to ancient Israel by God through Moses and kept by Christ, the apostles and the New Testament Church, they are commanded to be observed today. These festivals reveal God's plan of salvation for mankind. They will continue to be observed during the Millennium. ([Scriptural support: Colossians 2:16-17; 1 Peter 1:19-20; 1 Corinthians 5:8; 15:22-26; 16:8; James 1:18; Exodus 23:14-17; Leviticus 23; Luke 2:41-42; 22:14-15; John 7:2, 8, 10, 14; Acts 2:1; 18:21; 20:16; Zechariah 14:16-19.]

Thank you for respecting and accommodating ________________ beliefs in this matter.

Sincerely,

[Signature]

Minister,

Church of God, a Worldwide Association