



Insert Date Here

RE: (Insert your name here)

To Whom It May Concern:

This letter is a request to please excuse (insert your name here) from attendance at work on April 23-26, 2025, to attend a religious program of the Church of Our Lord Jesus Christ of the Apostolic Faith, Inc. - International Congress Youth and Christian Education Conference to be held in Columbia, SC.

The International Congress is one of three main conferences within the Church of Our Lord Jesus Christ of the Apostolic Faith, Inc. (COOLJC). Founded in 1940, the iCongress is designed to provide a collaborative structure for the coordination and administration of programs and activities for the International Sunday School Association (ISSA) and International Armor Bearers Young People's Union (IABYPU). The Conference provides leadership training for current and potential leaders, as well as develops the total person; which enhances Christian fellowship and a lasting commitment to Christ. Our Vision is to "Train Leaders Today to Ensure a Purpose Driven Tomorrow". Our goal is to train and empower youth as well as adults to become progressive leaders; building integrity to promote excellence.

The International Congress is an event that brings together youth from across the United States and other countries to participate in a variety of religious activities.

I thank you in advance for your understanding and support in our endeavor.

Respectfully Submitted,

Deacon Marquise L. Rose
22nd International Congress President