



Orange County Southern Baptist Association

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Date: August 6, 2025

To:

Alma Hernandez

Office Manager

The Georgetown Building

250 N. Golden Circle Dr., Ste. 211

Satan Ana, CA 92705

Subject: 30-Day Notice of Intent to Vacate

Dear Alma,

Good morning. I hope this message finds you well.

I am writing to formally inform you that, after thoughtful deliberation, the advisory team has made a final decision regarding our move. This letter serves as our official **30-day notice**. We will be vacating the premises by **September 30, 2025**.

We are truly grateful for the leadership and support of the Georgetown building, which has been a generous and welcoming home to us for well over a decade. The decision to move was not made lightly and came after much discussion and consideration.

We sincerely appreciate your flexibility and willingness to work with us during this transition. We value the partnership we've built with you and will certainly keep you in mind for future opportunities.

Warm regards,

Crystal Channiita-Kongsy

Office Administrator

Orange County Southern Baptist Association