

# MONTHLY KINGDOM HALL CONSTRUCTION DESK REPORT

(Please complete this form, enclose it as a separate file with an Interbranch Memo, and forward it to the Regional Kingdom Hall Office by the 10<sup>th</sup> of the following month.)

Branch: \_\_\_\_\_ Date: \_\_\_\_\_  
 Branch Territory: \_\_\_\_\_ Report for month of: \_\_\_\_\_

## Program Overview

<b>1. Existing suitable Kingdom Halls (including those rented)</b>		
<b>Present Needs</b>		
<b>2. Existing meeting places needing to be replaced with Kingdom Halls</b>		
<b>3. Existing Kingdom Halls needing to be replaced (including those rented)</b>		
<b>4. Existing Kingdom Halls needing major renovation (including those rented)</b>		
<b>5. All other new Kingdom Halls presently needed</b>		
<b>6. Total Kingdom Halls presently needed (add lines 2, 3, 4, and 5)</b>		
<b>Projected Growth</b>		
<b>7. Existing congregations</b>		
<b>8. Average publishers per congregation</b>		
<b>9. Existing groups (not yet congregations)</b>		
<b>10. Projected annual need for new Kingdom Halls due to publisher growth</b>		
<b>11. Congregation to Kingdom Hall ratio (line 7 divided by the sum of lines 1 and 6)</b>		
<b>Volunteer Support</b>		
<b>12. Approved KHC Groups this service year</b>		
<b>13. Presently assigned KHC Groups</b>		
<b>14. Approved KHC servants this service year</b>		
<b>15. Presently assigned KHC servants</b>		
<b>16. Presently assigned KHC volunteers</b>		
<b>17. Presently assigned international servants</b>		
<b>18. RBCs (under direction of KHC Desk)</b>		
<b>Construction Progress</b>		
<b>19. Kingdom Halls completed by KHC Groups to date (new and renovated)</b>		
<b>20. New Kingdom Halls completed by KHC Groups this service year</b>		
<b>21. Renovated Kingdom Halls completed by KHC Groups this service year</b>		
<b>22. Kingdom Halls under construction by KHC Groups (new and renovated)</b>		
<b>23. Kingdom Halls completed by RBCs since start of KHCG arrangement (new and renovated)</b>		
<b>24. New Kingdom Halls completed by RBCs this service year</b>		
<b>25. Renovated Kingdom Halls completed by RBCs this service year</b>		
<b>26. Kingdom Halls under construction by RBCs (new and renovated)</b>		
<b>27. Total Kingdom Halls completed to date (add lines 19 and 23)</b>		
<b>28. Total Kingdom Halls completed this service year (add lines 20, 21, 24, and 25)</b>		
<b>29. Kingdom Hall properties purchased this service year (branch financing)</b>		
<b>Costs</b>		
<b>30. Renovated Kingdom Hall cost (adjusted average)</b>		
<b>31. New Kingdom Hall building cost (adjusted average)</b>		
<b>32. New Kingdom Hall property cost (adjusted average)</b>		
<b>33. New Kingdom Hall building and property cost (add lines 31 and 32)</b>		
<b>Financial Standing</b>		
<b>34. Approved Budget for Kingdom Hall construction this service year</b>		
<b>35. Branch financing of Kingdom Hall projects this service year</b>		
<b>36. Congregation financing of their own Kingdom Hall projects this service year</b>		
<b>37. Monthly contributions for branch-owned Kingdom Halls this service year</b>		
<b>38. Loan repayments for congregation-owned Kingdom Halls this service year</b>		
<b>39. Contributions for KH Construction Worldwide (KH Fund) this service year</b>		

**NOTE:** Line 35 includes all spending on the Kingdom Hall program that does not result from line 36. Line 36 is derived from the S-26 used by construction groups to record the value of approved items donated by congregations (e.g., construction materials, meals, and accommodations) during their projects and the S-20 which records monies donated by congregations toward their own projects. Lines 37 and 38 are also derived from the S-20. For this reason, the purpose of all congregation remittances to the branch should be clearly identified on the S-20.

