

# CONGREGATION MEETING INFORMATION AND HANDBILL REQUEST

(For instructions on filling out this form, please see the Society's letter dated June 1, 2000.)

Month [ ][ ]	/	Day [ ][ ]	/	Year [ ][ ]	[ ][ ][ ][ ][ ][ ][ ][ ]	_____
Effective Date				Congregation Number		Congregation Name, City, State

## A. Handbill Request (Optional)

<b>Handbill Quantity (in thousands)</b> 1   2   3   4   5 <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	<b>Handbill language if not English</b> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<input type="radio"/> Handbills are for secondary congregation meetings. (For example: Foreign-Language Group)
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## B. Meeting Schedule (Required)

Public Meeting			Theocratic Ministry School			Book Study (if at Kingdom Hall)		
○ Sun	Hour	Minute	○ Sun	Hour	Minute	○ Sun	Hour	Minute
<input type="radio"/> Mon	<input type="radio"/> 1 <input type="radio"/> 7	<input type="radio"/> 00	<input type="radio"/> Mon	<input type="radio"/> 1 <input type="radio"/> 7	<input type="radio"/> 00	<input type="radio"/> Mon	<input type="radio"/> 1 <input type="radio"/> 7	<input type="radio"/> 00
<input type="radio"/> Tue	<input type="radio"/> 2 <input type="radio"/> 8	<input type="radio"/> 15	<input type="radio"/> Tue	<input type="radio"/> 2 <input type="radio"/> 8	<input type="radio"/> 15	<input type="radio"/> Tue	<input type="radio"/> 2 <input type="radio"/> 8	<input type="radio"/> 15
<input type="radio"/> Wed	<input type="radio"/> 3 <input type="radio"/> 9	<input type="radio"/> 30	<input type="radio"/> Wed	<input type="radio"/> 3 <input type="radio"/> 9	<input type="radio"/> 30	<input type="radio"/> Wed	<input type="radio"/> 3 <input type="radio"/> 9	<input type="radio"/> 30
<input type="radio"/> Thu	<input type="radio"/> 4 <input type="radio"/> 10	<input type="radio"/> 45	<input type="radio"/> Thu	<input type="radio"/> 4 <input type="radio"/> 10	<input type="radio"/> 45	<input type="radio"/> Thu	<input type="radio"/> 4 <input type="radio"/> 10	<input type="radio"/> 45
<input type="radio"/> Fri	<input type="radio"/> 5 <input type="radio"/> 11	<input type="radio"/> a.m.	<input type="radio"/> Fri	<input type="radio"/> 5 <input type="radio"/> 11	<input type="radio"/> a.m.	<input type="radio"/> Fri	<input type="radio"/> 5 <input type="radio"/> 11	<input type="radio"/> a.m.
<input type="radio"/> Sat	<input type="radio"/> 6 <input type="radio"/> 12	<input type="radio"/> p.m.	<input type="radio"/> Sat	<input type="radio"/> 6 <input type="radio"/> 12	<input type="radio"/> p.m.	<input type="radio"/> Sat	<input type="radio"/> 6 <input type="radio"/> 12	<input type="radio"/> p.m.

## C. Meeting Location Address (Fill in completely ONLY if changed)

Street Address (not P.O. Box)

City

State

ZIP Code

Nonpostal location information (only if street address is not sufficient)  
For example: "2 MILES EAST OF INTERSECTION WITH US HIGHWAY 13"

## D. Additional Information (Fill in only items that have changed)

<b>Type of Meeting Location</b> <input type="radio"/> Kingdom Hall <input type="radio"/> Other (Please specify name in box below, for example: SMITHTOWN SCHOOL)	<div style="border: 1px solid black; height: 25px; width: 100%;"></div> <b>Number of Main Auditoriums</b> (not including libraries or offices)
<div style="border: 1px solid black; height: 40px; width: 100%;"></div>	<b>Mailing Address to Be Given to Public</b> <input type="radio"/> Presiding Overseer's Address <input type="radio"/> Meeting Location Address (must have valid postal address)
<b>Designation of auditorium if more than one at this location (Ex: A, B, LEFT, FRONT)</b> <div style="border: 1px solid black; height: 25px; width: 100%;"></div>	<b>Phone Number of meeting location or auditorium if available</b> ( [ ][ ][ ] ) [ ][ ][ ] - [ ][ ][ ][ ]

PLEASE PRINT IN BLACK INK. Leave the back of form blank. For optimum accuracy, please print in capital letters and avoid contact with the edge of the box. See examples at right.

A	B	C	D	E	F	G	H	I	J	K	L	M
N	O	P	Q	R	S	T	U	V	W	X	Y	Z

0	1	2	3	4	5	6	7	8	9
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Shade circles like this: ●

Not like this: ○

(Signature of secretary must be within the box)

