



WATCHTOWER

BIBLE AND TRACT SOCIETY OF NEW YORK, INC.

25 COLUMBIA HEIGHTS, BROOKLYN, NEW YORK 11201-2483, U.S.A. PHONE (718) 625-3600

August 1, 1997

TO ALL BODIES OF ELDERS

Dear Brothers:

We would like to inform you of an adjustment that has been made in procedure when handling cases that involve appealing judicial decisions. Each elder should make note of this change in his copy of the book *"Pay Attention to Yourselves and to All the Flock"* (ks91). This adjustment has also been reflected in the revised "Notification of Disfellowshipping and Disassociation" (S-77) form. It is not necessary to request the revised form, please continue to use your supply of the S-77 form.

When an appeal committee disagrees with the decision to disfellowship, the textbook on page 127, paragraph six, states that the decision should be discussed with the original judicial committee privately. Please change what appears next in paragraphs seven and eight to read as follows:

"If both committees agree that the person should not be disfellowshipped, the individual should *not* be advised.

"The appeal committee will send the branch office separate letters from both the original committee and appeal committee that supply sufficient details to give a clear picture of the reason(s) for the conclusion."

We take this opportunity to encourage judicial and appeal committees to carefully review *before* and *during* deliberations pertinent information in the 1991 Kingdom Ministry School textbook regarding judicial matters, which is critical to their properly handling such cases. This includes reading the directions on the front and back of the "Notification of Disfellowshipping and Disassociation" (S-77) form. Further helpful information can be found in the September 1 and September 15, 1981, issues of *The Watchtower*, in the study articles on repentance and disfellowshipping; the January 1, 1995, *Watchtower* article "Determining Weakness, Wickedness, and Repentance;" and *Insight on the Scriptures*, Volume 2, pages 770-75, under the subject of "Repentance."

Thank you for taking note of the above adjustment and additional points. May Jehovah continue to bless your efforts to handle serious congregation matters with heavenly wisdom and discernment. We take this occasion to send our warm Christian love and greetings.

Your brothers,

Watchtower B. & T. Society
OF NEW YORK, INC.

TO ALL BODIES OF ELDERS
Re: Congregation Remittances
May 15, 1997
Page 2

A number of congregations that have been sharing the expenses of a single property loan for their Kingdom Hall have established a separate checking account for collecting these funds and making these payments. The electronic funds transfer system will support the use of a second bank account for making property loan payments only. All other transfers will come from your primary bank account. If you desire to have the ACH debits made from a secondary bank account for your property loan, please indicate this on the enclosed form. If you select this option, a single phone call will automatically generate a separate ACH debit for the property loan payment from your secondary bank account. However, this may only be done by the congregation holding the property loan.

Please complete the enclosed "Authorization Agreement" which gives approval for the Society to debit your bank account. Please take this form to your bank and request that a bank officer verify that the bank can support ACH debits. Ask if any fees would be charged. The bank should also verify the Transit/ABA number to be used for such transactions. The bank officer should sign or stamp the form to verify the accuracy of these numbers and may wish to make a copy for the bank's files. Please attach a copy of a voided check for each checking account that will be used. Return one copy of this form to the Society addressed to the Treasurer's Office.

Within a few months following receipt of the completed Authorization Agreement, we will send further correspondence along with an Authorization Number which will allow you access to this system. We will also provide additional details on the use of the system and the necessary forms for recording these transactions for your congregation's files. Once you receive this Authorization Number, you may begin using the Watchtower Electronic Funds Transfer System. Until your account is enabled to participate in this program, please continue to send your remittances to the Society using the present arrangement.

With the advent of personal computers and improved technology, there has developed growing acceptance and use of this type of equipment in handling personal and business financial transactions. We would like to know how many congregations would have an interest using a personal computer and modem for making the same type of transactions. Please indicate on the enclosed inquiry form if this is of interest to your congregation, and return it with your next remittance. We will communicate further regarding this method as the system is developed. We are not encouraging the acquisition of a computer or on-line service provider for this purpose, but we do wish to accommodate those who may prefer to use this type of service and equipment.

We look forward to your participation in this new arrangement which will advance the most important work in which we all share. Please accept our warm Christian love and appreciation for all of your diligent efforts in behalf of kingdom interests.

Your brothers,

Watchtower B. & F. Society
OF NEW YORK, INC.

c: Traveling Overseers