



# WATCH TOWER

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BIBLE AND TRACT SOCIETY OF CANADA  
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TOC December 20, 2010

TO ALL BODIES OF ELDERS IN CANADA

Re: Use of jw.org Transfer Funds feature for remittances to the branch

Dear Brothers:

All congregations in Canada were invited to use the jw.org Web site to care for the remittance of contributions and payments and to put funds on deposit with the branch starting on September 1, 2010. We are very glad to report that the implementation of this method has seen tremendous success!

About 75 percent of the congregations in Canada are now using this new feature. We kindly ask that all congregations that have yet to implement the use of the jw.org **Transfer Funds** feature endeavor to do so as soon as possible. (Please see our letters to bodies of elders dated December 6, 2009, and August 16, 2010.) Your using it is of great value to the branch, resulting in considerable savings of time, energy, and resources. It also enhances the accuracy of data entry and reduces the number of checks and forms that we need to return to the congregations. Here are a few reminders and clarifications that we trust will be of assistance.

**Banking information:** A new TO-60 form is needed when a new bank account is opened to replace one that we have on file, or if the use of the account changes such as from Building Fund to Operating Committee, or if the name of the account changes, and so forth. We do not need a new TO-60 form when there is a change in authorized signers on your bank account. The banking information submitted will continue to be used.

**Forms:** Recently, an adjusted *Record of Electronic Funds Transfer* (TO-62) form was posted on the jw.org Web site. That form replaces the *Contribution Remittance Form* (S-20) and the TO-62 is to be filled out and signed prior to doing the transfer and kept with the congregation accounts file. (See letter to all bodies of elders dated December 6, 2009, page 1.) Please use the updated TO-62 form, which now matches the entry order on the **Transfer Funds** page and will no doubt help eliminate data entry mix-ups.

**Funds on deposit:** A year ago, about 9 percent of the congregations had funds on deposit with the branch. Now, over 22 percent of the congregations have taken advantage of this provision and are allowing their excess funds to be used by the branch until they are needed for use locally by the congregation. We take this occasion to thank you very much for your generous support of the Worldwide Work in this way.

We realize that adapting to fundamental changes in technology presents challenges, especially for those who were previously unfamiliar with such use of the computer. It warms our

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hearts to hear positive feedback from so many of you, including many quite advanced in age, who have made this new method work for the benefit of the organization.

Knowing that you are eager to apply yourselves to successfully use this feature of the jw.org Web site, we assure you of our utmost confidence and appreciation. (Philemon 21) We take this opportunity to convey an expression of our heartfelt Christian greetings.

Your brothers,

*Watch Tower B. & J. Society*  
OF CANADA

c: Regional Building Committees  
Traveling overseers

PS to coordinators of the body of elders:

Please give a copy of this letter to the accounts servant in your congregation.

PS to traveling overseers:

We are very glad to report that 160 circuit sections have also sent remittances using jw.org. Thank you very much for promptly assisting your circuit personnel to use this feature.