

# Christian Congregation of Jehovah's Witnesses



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April 30, 2013

TO ALL BODIES OF ELDERS

Re: Request for Annual Items for 2014 Service Year

Dear Brothers:

We are happy to inform you that you can now put in your request for annual items. We expect all congregations to put in their requests from May 1, 2013 to July 31, 2013. This will include *Examining the Scriptures Daily*, *2014 Calendar*, *Yearbook*, *Year text Banner*, *Watchtower Library*, *The Watchtower and Awake!* bound volumes. As stated in the letter to all bodies of elders dated November 1, 2009, each congregation should request their special-request items directly from the branch office.

We would like to take this opportunity to inform you that beginning with the 2014 edition the *Examining the Scriptures Daily* will be produced in Nzema. We encourage all who will be interested in this edition, especially our brothers in the Nzema field, to put in their request at this time.

We would also like to remind you of what was stated in the letter to all bodies of elders dated January 27, 2011, regarding ship-to congregations. Among other things it mentioned that “the ship-to congregation will be responsible to receive the literature, bring it to the Kingdom Hall, and ensure that all the congregations receive the literature they requested. The packing list will identify which congregation requested each literature item. The ship-to congregation should notify the other congregations that a literature shipment has arrived and provide them with a packing list. This can be done either by supplying each congregation with a photocopy of the packing list or by leaving the original packing list in a general area for all to use.” However, we have noticed that many ship-to congregations are not following through on this directive. Many phone calls are received daily from congregations who purport to have ordered special request items but have not received them. Upon investigations, it is often found out that the items were received, but had been used by the ship-to congregation, although the latter had not submitted any order for the items. We request the service overseer of all ship-to congregations to ensure that the brother selected for this important assignment follows the directives above to ensure that the other congregations are not deprived of needed items requested.

**Year Text Banner:** In order to properly coordinate the ordering of the year text banner, bodies of elders using a Kingdom Hall should determine which languages would be displayed in the hall. If it is determined that a common language be used, the ship-to congregation will make that order. However, if the languages of all the congregations using the hall will be displayed, each language congregation will order their own. In the situation where there are two or more congregations using a common language, the language-coordinating congregation should request in behalf of the other(s).

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We trust that you will follow through on what have been outlined above and thus ensure that all congregations receive their supplies at the proper time. Your hard work rendered in behalf of the flock under your care is very much appreciated.

We take this opportunity send our warm Christian love and greetings.

Your brothers,

*Christian Congregation  
of Jehovah's Witnesses*

c: Traveling Overseers