

Christian Congregation of Jehovah's Witnesses



2821 Route 22, Patterson, NY 12563-2237 Phone: (845) 306-1100

October 6, 2013

TO ALL CONGREGATION SERVICE COMMITTEES IN THE UNITED STATES BRANCH
TERRITORY

Re: Delegate selection for international convention in London, England

Dear Brothers:

We are pleased to inform you that some delegate selections have been made for the international convention in London, England. Thus, as soon as possible, please click on the "Status Summary" link under the heading "Applicants" under the "Convention" tab on jw.org for updates to the applicants in your congregation. If the status of an applicant has changed to "Selected," then please do the following:

1. In the "Convention" column, click on the "Print Details" link, and print out the "Convention Selection Summary" page for each selected delegate.
2. Print out the *General Information Sheet* that is provided along with this letter.
3. Provide the above items to each selected delegate. Encourage him to reserve his hotel room (following the instructions in the *General Information Sheet*) and to secure his air tickets (either personally or by means of a travel agent) as soon as possible. Instruct the delegate that as soon as the air tickets have been purchased, a deposit has been made with the travel agency, or a hotel room has been reserved, he should inform the congregation secretary so that the delegate's status can be updated to "Confirmed." **Do not update the delegate's status until one of the above criteria has been met.**

Special rooming: If a delegate has been chosen to receive special rooming in the convention city, the host branch office will notify him by means of e-mail in the next couple of weeks. Such delegates should still secure air tickets as soon as possible.

We encourage all congregation secretaries to read each *General Information Sheet* as it becomes available so as to be familiar with the particular details of each convention. If a significant number of selected delegates are no longer able to attend, it is possible that in the future additional applicants will be selected to attend. However, if an applicant has not been selected at this time, there is no guarantee that he will be selected in the future.

Congregation secretaries should regularly check the "Status Summary" page for updates to applicants in their congregation.

Your brothers,
*Christian Congregation
of Jehovah's Witnesses*

cc: Traveling overseers

GENERAL INFORMATION SHEET

London, England – August 22-24, 2014

TO ALL SELECTED DELEGATES TO THE 2014 LONDON, ENGLAND, INTERNATIONAL CONVENTION

We are pleased to inform you that you have been selected to attend the international convention in London, England, on August 22-24, 2014. The following information is being provided to assist you in securing your air tickets and hotel reservation. Please also consider the other details provided that will contribute to a safe and successful experience. NOTE: You should have also received from your congregation secretary a jw.org printout entitled “Convention Selection Summary.” Please make sure your e-mail address, phone number, and travel group details are correct. Soon, the Britain branch office will e-mail you a login to their London Convention Web site, which will provide contact information and other details regarding your visit and what is being planned.

Travel group: The travel group identification (group ID) is used to keep a group of delegates together at *all* times. On the London Convention Web site, each delegate will be able to enter their individual information for travel, hotel, and, later on as a “Confirmed” delegate, tour bookings. However, please note that travel groups will need to stay in the same hotel. If individuals within a travel group choose different hotels, these individuals will no longer be together when activities are planned. (Staying at the same hotel allows the travel group to have the same tours and evening entertainment.)

Air tickets: You are welcome to purchase air tickets on your own or through a travel agency of your choice. As another option, Four Ambassadors Travel will be arranging for reasonably priced group air tickets into and out of the convention city. These are available on a first-come first-served basis. Please see the Four Ambassadors Travel contact information below under the heading “Pre- or post-convention tours outside the convention city.” NOTE: We recommend that you do not use “buddy-pass” tickets. Several delegates were stranded in the convention country for two or more weeks while daily checking to see if seats were available for a return flight.

Hotel reservations in the convention city: It is required that you stay a minimum of seven nights in London so as to take advantage of activities with the local brothers before or after the convention. The Britain branch office has made arrangements for you to reserve your hotel by means of the London Convention Web site, which provides the list of approved hotels. NOTE: Please do not share the reservation code with others, since it is specifically for use by the selected delegates. Persons not selected by the United States branch office should not be included in your plans. As a reminder, it is required that you use an approved hotel found on the London Convention Web site, even if you feel you can find something less costly on your own. *If you will be using a travel agency to plan your trip, please inform the agency that while in London you will arrange for your own hotel room through the organization of the convention you will be attending.* In addition to specially negotiated rates being offered, transfers to and from the convention venue have been arranged for the three days of the convention. Tours will start from the approved hotels and will facilitate meeting many local brothers and sisters.

“Confirmed” delegate status: You are presently considered to be a “Selected Delegate.” When you purchase your air tickets, make a deposit on a tour package with a travel agent, or reserve your hotel room,

you must immediately inform your congregation secretary. At that time, the congregation secretary will change your status from “Selected” to “Confirmed” on jw.org. Informing your congregation secretary at this juncture is very important. (See “Arranging activities with the local brothers,” below.) NOTE: *The Britain branch office asks that you reserve your hotel room as soon as possible. Some hotels are offering the negotiated discount for only a relatively short period of time. Also, securing your hotel reservation early will assist the branch office in planning the various activities before and after the convention and honoring your first preferences of activities.*

“Canceled” delegate status: If for any reason you are not able to participate in these arrangements, please inform the congregation secretary immediately so that your status can be changed to “Canceled” and thus others could possibly be invited.

Arranging activities with the local brothers: Once you have informed your congregation secretary of your updated status and he changes your status to “Confirmed,” please visit the London Convention Web site again to indicate your preferences for the various activities that have been planned by the branch office for the days before and after the convention. Arrangements are being made for you to enjoy activities such as field service, gatherings, and sightseeing excursions with the local brothers. While these arrangements will be optional, you are encouraged to take advantage of these occasions to be with your brothers in Britain. Some of the activities will involve an expense on the part of the branch office. Visiting delegates will be asked to make voluntary contributions to cover these expenses.

Pre- or post-convention tours outside the convention city: While some may choose to attend the convention only (and two or three additional days of association with the local brothers), many also take advantage of such a trip to include sightseeing in other areas. You can arrange such excursions on your own or with a travel agency of your choice, keeping in mind that in the convention city you must use one of the approved hotels listed on the London Convention Web site. However, many enjoy such excursions in the company of fellow believers. If so, we have prearranged for Four Ambassadors Travel to prepare some optional tour packages for you to consider in addition to what the Britain branch office has arranged immediately before or after the convention dates. Their contact information is as follows:

<i>Prearranged Travel Agency</i>			
Name	Address	Telephone	Web Site and E-Mail
Four Ambassadors Travel	7400 SW 50 th Terrace, Suite 100 Miami, FL 33155	1-800-685-4669 1-305-444-1991	Web site: ic.fourambassadorstravel.com <i>(Your applicant number* is required to access the international convention tour information.)</i> E-mail: Britain@fourambassadorstravel.com

* Your applicant number is located on the jw.org printout entitled “Convention Selection Summary,” which should have been provided by your congregation secretary.

Lapel cards: Please use the same lapel card that you would normally use while attending a district convention in the United States. It is expected that you will wear it at all times, such as when traveling, at the convention, and while sightseeing.

Travel documentation: Those with a valid United States passport do not need a visa to enter Britain if their stay is less than six months in duration. You will need a valid passport and proof of round-trip air itinerary. **Please check to be sure your passport is valid for at least six months beyond the length of your trip.** Ensure that your documents are safe at all times by keeping them either on your person or in the safe at your hotel. We recommend that you make a photocopy of the information page of your passport and keep it in a separate safe place.

Baggage: It is strongly recommended that you restrict your baggage to one small or medium-sized suitcase and one carry-on type bag. Travel as lightly as possible, and bring wash-and-wear clothing that does not easily wrinkle. Take no more baggage than you *personally* can carry.

Medical: Bring a sufficient supply of your medication for the trip. Also, bring your medical directive, making sure it is properly filled out and signed. It is recommended that you obtain medical insurance in the event of an emergency if you are not covered by some other means. If you have an insurance policy, you may want to check in advance to determine if it applies overseas.

Funds: MasterCard and Visa credit cards are widely used in Britain. Automatic teller machines (ATMs) are widely available throughout Britain. You will need cash in the local currency (British Pounds) for small transactions. It is recommended that you do not keep your funds in one place.

Dress and grooming: When you attend the convention and engage in the ministry, your attire should be the same as for congregation meetings. Even when less formal dress is appropriate, please be mindful that a high standard is expected of delegates, since you represent the organization in a special way and will be in the public eye at all times. Please do not wear blue jeans even for casual occasions.

Program languages: The full program will be presented in English, French, Persian, Portuguese, Spanish, and Twi. Some session parts will also be presented in Greek, Lingala, Romanian, Russian, and Tamil.

Applicant Instructions: Please reread the *Applicant Instructions* provided previously, as this will remind you of the adjusted arrangements in conjunction with international conventions.