

Christian Congregation of Jehovah's Witnesses



The Ridgeway, London, NW7 1RN Telephone: 020 8906 2211

TAK October 22, 2013

TO ALL BODIES OF ELDERS

Re: Liability insurance

Dear Brothers:

World headquarters has changed our insurance broker, therefore we have a new *Liability Insurance Certificate Request* form.

Please find the attached new form to be used for requesting certificates when renting a location for a Memorial, assembly, convention or RBC project. You can now destroy all previous forms. Insurance certificates should only be requested where a landlord requires it. Please do not offer to obtain one.

The form is self-explanatory and you should complete the details as requested and email it to the branch office at least one month before the start of the event. The email address to use is given on the form.

Please accept our warm Christian love and greetings.

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

Attachment

cc: Assembly Hall Committees
Convention Committees
Regional Building Committees
Travelling overseers