

## PRISON INFORMATION

If your congregation cares for the work in a jail, prison, state hospital, or substance-abuse facility, please:

- Review the entire form before you complete it.
- As soon as possible, complete a separate copy of this form for each institution. Please send the completed form electronically on jw.org from the Congregation Inbox. Select as the recipient Prison Witnessing Desk.
- Make a photocopy of each completed form, and retain it in the congregation file.
- If circumstances change and the information on a form needs to be updated, complete another copy of this form and mail it to the branch office. Retain a copy in the congregation file.
- Discard any previous versions of this form. Keep only the latest information on file.

\_\_\_\_\_ (Date)

\_\_\_\_\_ (Congregation name, city, province or state)

\_\_\_\_\_ (Congregation number)

Name of the institution and the mailing address used by people confined to the institution:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1. Do designated officials permit visits to people confined to this facility?

- Yes       No

If you answered yes, please indicate which one of the following statements describes the current situation at this facility.

- We can provide the following (check all that apply):
- Visits       One-on-one studies       Group studies
- We are in the process of gaining access to this facility.
- We have no one who is in a position to make visits at this time.
- Other (Please explain at the end of this form under “Comments.”)

2. Can your congregation serve as the contact congregation for this facility and be responsible for following through on any referrals the branch office may send to you?

- Yes       No

If you answered no, please provide the reason at the end of the form under “Comments” and return the form to the branch office as soon as possible. There is no need for you to complete the rest of the form.

3. If no visits are permitted or if your congregation lacks the manpower to make visits, could a qualified publisher be assigned to conduct a Bible study by correspondence if a confined person requested it?

- Yes       No

4. Are you permitted by designated officials to deliver literature to this facility to confined people who may request it?

- Yes                       No

If you answered no, please proceed to question 6.

5. Is your congregation in a position to deliver literature to people confined to this facility?

- Yes                       No

If you answered yes, please indicate which methods of delivery your congregation is using. (Check all that apply.)

- Hand-delivery to inmate               Via the chaplain               At group study  
 Other (Please explain at the end of this form under "Comments.")

6. Are you permitted by designated officials to deliver magazines regularly to this facility to confined people who may request them?

- Yes                       No

If you answered no, please proceed to question 8.

7. Is your congregation in a position to deliver magazines regularly to people confined to this facility?

- Yes                       No

If you answered yes, please indicate which methods of delivery your congregation is using. (Check all that apply.)

- Hand-delivery to inmate               Via the chaplain               At group study  
 Other (Please explain at the end of this form under "Comments.")

8. Is hardbound literature permitted at this facility? (Some facilities only allow paperback publications.)

- Yes                       No

Comments:

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(Coordinator of the body of elders)