



# WATCHTOWER

BIBLE AND TRACT SOCIETY OF NEW YORK, INC.

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September 20, 1999

TO ALL BODIES OF ELDERS IN THE UNITED STATES

Dear Brothers:

This is to inform you that the method for shipping *Our Kingdom Ministry* in the United States will change for most congregations, beginning with the December 1999 issue.

**Congregations whose primary language is English or Spanish:** The monthly supply of *Our Kingdom Ministry* in the primary language of the congregation will be packaged with one of the congregation's regular magazine shipments. The quantity and date of the *Our Kingdom Ministry* issue included with the magazine shipment will appear on the magazine carton label. Please inform the magazine servant to be alert for the carton each month that contains the congregation's supply of *Our Kingdom Ministry*. This supply should immediately be given to the presiding overseer, who will see that the copies are distributed promptly to the publishers. However, any secondary-language editions of *Our Kingdom Ministry* requested by these congregations will continue to be mailed to the presiding overseer's address, separate from the magazines.

**All other congregations:** All copies of *Our Kingdom Ministry* will continue to be mailed to the presiding overseer's address, separate from the congregation magazines.

**All congregations:** Beginning with the December 1999 issue of *Our Kingdom Ministry*, the Service Meeting schedule will include an outline for the Service Meeting to be held during the week that starts with the first Monday of the following month. For example, the December 1999 issue will include the outline for the Service Meeting to be held the week of January 3, 2000. This adjustment will allow sufficient time for the shipment of *Our Kingdom Ministry* to reach the congregation in advance of the date it will be used in the congregation. However, if your congregation does not receive a supply of *Our Kingdom Ministry* by the 25<sup>th</sup> of the month previous to the issue date, please contact the Magazine Department at Wallkill, New York, at (914) 744-6000, to request a replacement shipment.

As a reminder, all congregations may now request changes to their quantities of *Our Kingdom Ministry* using the adjusted Congregation Magazine/*Our Kingdom Ministry* Request (M-202) form. If you wish to change the magazine delivery address, please submit the Congregation Magazines Change of Address Only (M-206) form.

Thank you for noting these adjustments involving the handling of *Our Kingdom Ministry*. Revisions to the *Watchtower Congregation Magazine Request Guide* (S(d)-15c) regarding these adjustments will be forthcoming. We send our warm Christian love and greetings.

Your brothers,

*Watchtower B. & T. Society*  
OF NEW YORK, INC.