

Christian Congregation of Jehovah's Witnesses Congrégation chrétienne des Témoins de Jéhovah



PO Box/C. P. 4100, Georgetown, Ontario L7G 4Y4, Canada
Telephone/Téléphone: 905-873-4100 Fax/Télécopieur: 905-873-4554

May 16, 2012

TO ALL BODIES OF ELDERS

Re: *Monthly Congregation Accounts Report* and Service Meeting announcements

Dear Brothers:

This is to inform you that a new “Announcement” section has been added to the *Monthly Congregation Accounts Report* (S-30). Each month, the accounts servant should file the original *Monthly Congregation Accounts Report* in the current file with the corresponding *Accounts Sheet* (S-26). A copy of the *Monthly Congregation Accounts Report* should be supplied to the coordinator of the body of elders, who will review the announcement on page 2 of the report. **The announcement should be read to the congregation at the second Service Meeting of each month by the brother handling the announcements that week.** If the announcement cannot be made (for example, if the congregation has an assembly or a convention), the announcement may be made the following week. After the announcement is read to the congregation, the copy of the *Monthly Congregation Accounts Report* should be posted on the information board. The sample *Monthly Congregation Accounts Report* (S-30a) and *Instructions for Congregation Accounting* (S-27) have also been updated to reflect these adjustments.

This direction updates paragraph 4 of the article “New Congregation Meeting Schedule” in the October 2008 issue of *Our Kingdom Ministry* and the March 2, 2009, letter to all bodies of elders with regard to the accounts report. However, as a reminder, such announcements as field service arrangements and cleaning schedules should not be read from the platform but should be posted on the information board for viewing by the publishers. The elders should assign a brother, perhaps a ministerial servant, to personally remind the publishers when it is their turn to clean the Kingdom Hall.

Although there is no scheduled announcements part during the visit of the circuit overseer, please note that essential announcements, such as the aforementioned accounts announcement or judicial announcements, should be given at the beginning of the first scheduled part on the Service Meeting.

We send our warm Christian love.

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

cc: Traveling overseers

PS to secretary:

Please provide a copy of the revised forms to the accounts servant and confirm that he is aware of this new direction. This letter should be retained in the congregation permanent file of policy letters. You may wish to update the congregation copy of *Index to Letters for Bodies of Elders* (S-22) at this time. Please note that although the direction contained in this letter updates the March 2, 2009, letter, that letter should remain in the congregation permanent file of policy letters for the time being.