



WATCH TOWER

BIBLE AND TRACT SOCIETY OF BRITAIN

THE RIDGEWAY LONDON NW7 1RN

TELEPHONE 020 8906 2211

TAK:TSC January 30, 2014

TO ALL BODIES OF ELDERS

Re: Kingdom Hall Assistance Arrangement Annual Contribution—2014

Dear Brothers:

We are writing to advise that your 2014 annual donation to the Kingdom Hall Assistance Arrangement (KHAA) would now be gratefully received and to mention some of the benefits of this arrangement.

Once again, we are able to avoid making a change in the suggested donation that funds this operation. This is because of the highly responsible attitude you have continued to show toward the control of risk, and the outstanding volunteer spirit among congregational and Regional Building Committee volunteers in carrying out needed work. We also greatly appreciate your diligent use of the *Accident Report Form (TO-5)* and *Property Loss Report Form (TO-55)* in reporting incidents so that we can keep the facts on file and investigate and suggest improvements if necessary. For this we thank you.

The KHAA continues to fund losses and liabilities at a congregational level throughout the branch territory, at branch premises, hired venues for memorials, assemblies and conventions, and theocratic construction work.

As has often been stated, congregations are not advised to take out insurance policies for accidental loss, including ones that might have been set up years ago and made available through the branch. Where commercial insurance is needed for market stalls for the public ministry, guidance is available in the letters section of the jw.org website.

The funding arrangement remains as follows:

- Each congregation can donate £3.00 (€3.50 for the Republic of Ireland) per publisher per year as the sole means of funding the arrangement.
- Each congregation should be responsible for making this donation **in their own name**, even where congregations share a Kingdom Hall.
- Where congregations have to have commercial insurance arrangements (because their Kingdom Hall is part of a commercial building complex, or because the lease dictates the insurer) the specified donation can still be made, and then the congregation can forward the bill for insurance to the branch office for payment. This ensures that the burden of such insurance is shouldered equally.
- If the congregation is experiencing financial hardship a reduced contribution, as determined locally, would be much appreciated. Please send a brief note to the branch office explaining the situation for our annual records.

The purpose and operation of this fund is set out in the section of the *Kingdom Hall Manual* September 2009, entitled “Kingdom Hall Assistance Arrangement.” We request that you send to us your contribution for this calendar year by April 30, 2014.

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We praise Jehovah for his abundant spiritual and physical provisions and we thank him for the generous spirit that abounds among you. May we take this opportunity to send you our warm Christian love and greetings.

Your brothers,

Watch Tower B. & J. Society
OF BRITAIN

PS to the coordinator of the body of elders:

Please arrange for a resolution to be adopted by the congregation based on the “total active publishers.” Kindly instruct the brother handling the accounts to forward the contribution to the branch office with the other donations by April 30, 2014. It is important that the donation is properly identified, or it will appear as if the congregation has not made a contribution. All congregations in Britain should use the Transfer Funds feature of the jw.org website ensuring that they enter the amount to be transferred under the heading Kingdom Hall Assistance Arrangement. All congregations in Ireland should identify their Kingdom Hall Assistance Arrangement payment using the *Contribution Remittance Form (S-20)*.