

Christian Congregation of Jehovah's Witnesses



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June 10, 2014

TO ALL CONGREGATIONS

Re: Annual items for 2015 and softcover publications

Dear Brothers:

We are pleased to inform you that publishers may now begin requesting annual items for 2015. This includes the *2015 Calendar of Jehovah's Witnesses, Examining the Scriptures Daily—2015, 2015 Yearbook of Jehovah's Witnesses*, the 2014 *Watchtower* and *Awake!* bound volume (single volume containing the *Awake!* and the study and public editions of *The Watchtower*), *Watchtower Library—2014*, and *Watch Tower Publications Index 2014*. Also, the large-size edition of the revised *New World Translation* in English is now available for request as special-request item and publishers can put in their request.

In an effort to conserve dedicated funds and reduce waste, we encourage those who make extensive use of *Watchtower Library* and *Watchtower ONLINE LIBRARY* to forego requesting the 2014 *Watchtower* and *Awake!* bound volume unless they feel that the printed publication will be fully utilized. Also, those who make use of electronic devices are encouraged to download electronic versions of the *2015 Calendar of Jehovah's Witnesses, Examining the Scriptures Daily—2015*, and *2015 Yearbook of Jehovah's Witnesses* from jw.org rather than request the hard-copy version of these publications.

Additionally, to further simplify the production of our literature, hardcover books will now be produced as softcover. Since the only difference will be the cover, there will be no need to replace hardcover copies with softcover copies. Congregations will begin receiving softcover books as they are produced.

We send our warm Christian love and greetings.

Your brothers,

*Christian Congregation
of Jehovah's Witnesses*

c: Traveling overseers

PS to body of elders:

Please arrange for this letter to be read to the congregation at the first Service Meeting after its receipt.

We are pleased to inform you that congregations may begin submitting requests for the annual items mentioned above using jw.org. Requests may also be submitted for Braille editions of

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the items. The *Record of Special Request Items (S-57)* may be downloaded from jw.org and used to record individual requests.

In order for the branch office to meet the production and distribution needs of all congregations and reduce the extra cost involved with late request, **each congregation** should enter its own request using jw.org no later than **September 1, 2014**. The service overseer should work with the literature servant to ensure that the requests are submitted by that date. Soon thereafter, the quantity of annual items that a congregation can request using jw.org will be lowered to the standard limit allowed for extra requests (five per congregation). A list of the languages in which these items are available will appear in the monthly announcement to all congregations. For additional details, please review the announcement posted on jw.org entitled “Prepare Now for Your Literature Needs.” As a reminder, these items are considered special-request items. Therefore, quantities should not be submitted in anticipation of requests, but should reflect the actual quantity requested by individuals.

Thank you for making prompt and accurate requests for any annual items needed in printed or embossed Braille format.