

Christian Congregation of Jehovah's Witnesses



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September 20, 2014

TO ALL BODIES OF ELDERS

Re: Requesting additional magazines for March and April 2015

Dear Brothers:

During the months of March and April 2015, the literature offer will be the *Watchtower* and *Awake!* magazines. With this in mind, **each service overseer** should take the lead in determining the number of additional copies of the March and April issues of the magazines needed for his congregation. This information should then be conveyed to the magazine coordinator in the Kingdom Hall. Once he has confirmed that each service overseer has provided him with the number of additional copies needed, the magazine coordinator will work closely with the magazine servant in **each congregation** to ensure that sufficient quantities are requested.

Each congregation should submit its request using jw.org. Click on the “Special Requests” link in the “Request Periodicals” section under the “Congregation” tab. Keep in mind that only the *additional quantity* of magazines needed should be requested using this link. For example, if the standing request for the *Awake!* is 200 magazines but for the month of March 250 magazines are needed, only 50 should be requested using the “Special Requests” link. Please submit your requests for additional copies of the March and April 2015 issues of the magazines using the site no later than **November 10, 2014, since these requests will be processed latest by November 17, 2014**. Congregations not using jw.org should submit their request using the “Specific Magazine Issues” box on the *Magazine Request Form (M-202)*. Keep in mind that only the *additional quantity* of magazines needed should be entered in this box based on the principles described above.

Thank you for giving careful attention to this matter as we work unitedly for Kingdom interests. Be assured of our warm Christian love and greetings.

Your brothers,

*Christian Congregation
of Jehovah's Witnesses*

c: Circuit overseers