

# Christian Congregation of Jehovah's Witnesses



The Ridgeway, London, NW7 1RN Telephone: 020 8906 2211

June 12, 2015

TO ALL CONGREGATIONS

Re: Annual Items for 2016

Dear Brothers:

We are pleased to inform you that electronic versions of the annual items for 2016 will be made available for download on [jw.org](http://jw.org) beginning in October of this year. This includes the *2016 Calendar of Jehovah's Witnesses*, *Examining the Scriptures Daily—2016*, and the *2016 Yearbook of Jehovah's Witnesses*. Additionally, the *Research Guide for Jehovah's Witnesses—2015 Edition* will be released in the future as it becomes available in each language. Because of the cost of producing printed publications, those with electronic devices are encouraged to make full use of electronic files rather than requesting printed copies. Any publishers needing assistance downloading these files to an electronic device should feel free to request such assistance from others in the congregation.

Publishers who require printed editions of the annual items may request them at this time. This includes the *2016 Calendar of Jehovah's Witnesses*, *Examining the Scriptures Daily—2016*, the *2016 Yearbook of Jehovah's Witnesses*, and the *Watch Tower Publications Index 2001-2015*. Additionally, requests may be submitted for Braille editions of *Examining the Scriptures Daily* and the *Yearbook*.

You may also request the 2015 *Watchtower* and *Awake!* bound volume. In times past, some have requested this item simply to complete a personal library rather than for use as a research tool. With the increased availability of electronic resources such as *Watchtower Library*, the *JW Library* app, and *Watchtower ONLINE LIBRARY*, many have found their use of printed bound volumes has greatly diminished. These electronic research tools are regularly updated and are well suited to serve as our personal reference library. With these thoughts in mind, we ask that you please ensure that the printed bound volume will be fully utilized before requesting it.

We send our warm Christian love and greetings.

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

c: Circuit overseers

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PS to body of elders:

Please arrange for this letter to be read to the congregation at the first Service Meeting after its receipt. Thereafter, it should be posted on the information board. **However, this postscript should neither be read to the congregation nor posted on the information board.**

We are pleased to inform you that congregations may submit requests for the annual items mentioned above using [jw.org](http://jw.org). The *Record of Special Request Items (S-57)* may be downloaded from [jw.org](http://jw.org) and used to record individual requests (please ensure that there is a name against every copy requested from the branch). Requests may also be submitted for Braille editions of the items.

In order for the branch office to meet the production and distribution needs of all congregations and reduce the extra cost involved with rush shipments, **each congregation** should enter its own request using [jw.org](http://jw.org) no later than **September 1, 2015**. 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](http://jw.org) will be lowered to the standard limit allowed for extra requests. A reminder has been posted under “Prepare Now for Your Literature Needs” on [jw.org](http://jw.org).

**Please note:** Recent inventory surveys have indicated that some congregations have a quantity of annual items remaining after the general distribution to the publishers. Additionally, as noted above, many publishers are making use of electronic devices and therefore do not require printed publications. Therefore, quantities should not be submitted in anticipation of requests but should reflect the actual quantity requested by individuals. As a reminder, these items are considered special-request items. With this in mind, please review any requests that have already been submitted, as there is still time to reduce the quantities.

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