

# Christian Congregation of Jehovah's Witnesses



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

November 3, 2015

TO ALL BODIES OF ELDERS

Re: 2016 Convention Invitations

Dear Brothers:

We are pleased to inform you that there will be a concerted global effort to advertise the 2016 conventions. In this connection, publishers will again have opportunity to distribute a special invitation in the territory. This campaign will begin three weeks before your assigned convention. You are encouraged to review the following information in an effort to plan for this campaign.

## **Requesting convention invitations:**

- **Each congregation** will automatically be consigned a quantity of 30 copies per publisher (this includes pioneers) in the language of the congregation. This quantity will appear on the [jw.org](http://jw.org) website as “pending.”
- **Immediately**, the Congregation Service Committee should determine if the consigned quantity meets the need of the congregation, keeping in mind that the invitation will be distributed both in the house-to-house ministry and in public witnessing within the congregation's assigned territory. You can add to, or reduce, the quantity for your congregation (see postscript for explanation). All changes should be made **by December 27, 2015**.
- **The item number is 75816**, which can also be used for requesting invitations in other languages if you are sponsoring a foreign-language group that will attend a convention or convention sessions in the group's language. Use item number **7486** for requesting specialized invitations with unique artwork highlighting that the convention will be presented in sign language.

**Braille:** A convention invitation in Braille will be automatically sent to individuals who regularly receive Braille items from the branch office. Additional copies are available upon request.

**Receipt of invitations:** Quantities for all congregations in the Kingdom Hall Literature Group will be combined and sent to the ship-to congregation. The packing list and/or bundle label will indicate the quantity designated for each congregation. The service overseer of the ship-to congregation should ensure the following steps are taken upon receipt:

- Confirm the correct items were shipped.
- Immediately distribute invitations to each congregation in the literature group.

**Labeling invitations:** The service overseer and territory servant will be responsible to ensure that the location, dates, and program times are added to the invitation. Some congregations may choose to affix pre-printed self-adhesive labels for this purpose. Other appropriate methods

may also be used to insert such information. You may wish to list the location, dates, and program times following the pattern shown below.

ExCeL London 1 Western Gateway LONDON E16 1XL	
Friday, June 3, 2016	9:20 a.m. to 4:55 p.m.
Saturday, June 4, 2016	9:20 a.m. to 4:50 p.m.
Sunday, June 5, 2016	9:20 a.m. to 3:40 p.m.

**Distribution to publishers:** Each congregation should set out a supply of labeled invitations. Publishers and pioneers should be encouraged to take only the amount that they need for one week in their personal ministry. During the campaign, the congregation should be reminded to take only a week's supply. It is hoped that this will help with an even distribution of the invitations in the congregations.

**Territory coverage:** It is better to give the householder an invitation personally. However, publishers will be allowed to leave the invitations where no one is at home if the elders deem this to be practical. Please advise all in the congregation that they should exercise discretion in this regard. An invitation should not be put through the letterbox if there is a sign indicating that this is against the householder's wishes, though it might be appropriate to offer the invitation to the person. Also, where no one is at home it would be wise only to leave invitations when they can be out of sight.

You may feel that it will not be possible for your congregation to cover all of its assigned territory in the time allowed. The elders may therefore decide to give priority to working the most productive territory. A nearby congregation may also offer to assist you with territory coverage. The objective is to do as much as possible within the designated time period. After the campaign is completed, publishers are to begin using the regular literature offer for the month. If your congregation works all of its territory or places its entire supply of invitations before the campaign is completed, you may begin using the regular literature offer for the month.

The Congregation Service Committee should meet and review these instructions. We are pleased to share this advance information with you, and we pray Jehovah's rich blessing upon this special campaign.

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

c: Circuit overseers

PS: We will include the *Regional Convention Invitation* on the "Featured Items" page on jw.org. From this page you can **add to** the consigned quantity. Any quantity you enter will be added to the pending consigned quantity. **To reduce** the quantity consigned, please go to "Request History," tick the box "Show Only Open Items" and Search. Then click on the Request Number for the *Regional Convention Invitation*, which will take you to the page where you can cancel (reduce) a pending quantity.