

Christian Congregation of Jehovah's Witnesses



2821 Route 22, Patterson, NY 12563-2237 Phone: (845) 306-1100

December 18, 2015

TO ALL CONGREGATIONS

Re: Visiting Branch Facilities in 2016

Dear Brothers:

We would like to make you aware of upcoming events that may affect any plans to visit our branch facilities in 2016, as well as pertinent information to keep in mind.

The branch facilities in Brooklyn, Patterson, and Wallkill, New York, will be closed for spring cleaning on Friday, May 13, 2016. There will be no arrangements for tours or for congregations to pick up literature on this day. Additionally, there will be no arrangements for tours on the day of the Memorial, Wednesday, March 23, 2016.

If traveling with a small group, there is no need to call in advance, since tours begin every half hour. However, if your group includes **20 or more persons**, the group coordinator should obtain a copy of the *Watchtower Tour Group Information* form from a member of the Congregation Service Committee. The completed form should be returned to the branch office at least **three weeks** in advance of your visit. Please mail or fax the form to Watchtower, Central Tour Desk, 100 Watchtower Drive, Patterson, NY 12563-9204; via fax at (845) 306-0200, or by e-mail at centraltourdesk@jw.org. Additionally, before your visit, please review the March 2008 *Our Kingdom Ministry* Question Box and the brochure *Dress and Grooming for Visitors Touring Bethel*. If you are in need of accommodations, please request the *Bethel Visitors Lodging and Car Rental List*, from a member of the Congregation Service Committee.

We hope these reminders will assist when making plans to visit the branch facilities this year. Please accept an expression of our warm Christian love.

Your brothers,

*Christian Congregation
of Jehovah's Witnesses*

c: Circuit overseers

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PS to coordinator of the body of elders:

Please arrange for this letter to be read to the congregation at the conclusion of the next midweek meeting after its receipt. Thereafter, the letter should be posted on the information board.