

TESTIGOS CRISTIANOS DE JEHOVÁ

Apartado postal 132 - 28850 TORREJÓN DE ARDOZ (Madrid)

DOMICILIO SOCIAL: Ctra. Torrejón a Ajalvir (M-108), km. 5 - 28864 AJALVIR (Madrid) • Teléfono: (+34) 918 879 700 • Fax: (+34) 918 879 702

April 11, 2016

TO ALL BODIES OF ELDERS

Re: Literature Offers for September and October 2016

Dear Brothers:

During the month of September 2016, the literature offer will be Issue No. 5 of *The Watchtower* (*wp16.5*). During the month of October 2016, the literature offer will be the invitation to congregation meetings (*inv*). Please note the following in preparation for these offers.

Issue No. 5 of *The Watchtower*: The cover series for Issue No. 5 will be “Where Can You Find Comfort?” and we will participate in a campaign to give this magazine wide distribution during the month of September 2016. However, Issue No. 5 should not be left at not-at-homes during September. Each service overseer should immediately take the lead in determining the number of additional copies needed for his congregation. If there is a need for additional magazines, the service overseer should provide the quantity to the magazine coordinator for the Kingdom Hall. Once the magazine coordinator 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. Under the “Congregation” tab, go to the “Request Periodicals” section and click on the “Special Requests” link. 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 Watchtower* is 200 magazines but for the month of September 300 magazines are needed, only 100 should be requested using the “Special Requests” link. Additional magazines needed for September 2016 should *not* be requested using the “Standing Requests” link.

Please submit your requests for additional copies of Issue No. 5 using jw.org no later than **May 5, 2016**.

Invitation to Congregation Meetings: Using the congregation meeting invitation (item number 7305), we will make a special effort throughout the month of October 2016 to invite people to the weekend meeting. Further details will be provided in the September and October 2016 issues of the *Life and Ministry Meeting Workbook*. However, each service overseer should immediately take the lead in determining the number of invitations needed for his congregation in October. This information should be conveyed to the language coordinator, who will ensure that a sufficient quantity is requested, keeping in mind the quantity currently in stock and the quantity likely to be moved in the coming months. When meeting times are included on the invitations, it should be kept in mind that many congregations change meeting times at the start of each calendar year. To assist with the production of this item, we request that language-coordinating congregations submit their requests no later than **May 5, 2016**.

Reminders for Those Assigned Public Talks (S-141): We are pleased to inform you that a form entitled *Reminders for Those Assigned Public Talks* has been prepared. This form brings

Re: Literature Offers for September and October 2016

April 11, 2016

Page 2

together in one place a number of helpful points that apply especially to public talks. The material is drawn from various sections of the *Ministry School* book. Please make sure that all brothers approved to give public talks (including ministerial servants) have access to the form. Encourage all approved public speakers to review the reminders contained in the form and to update their public talks as needed.

For the month of October 2016, the most capable public speakers should be assigned to present public talks, whether the speakers are from your congregation or elsewhere. Depending on local circumstances, very-well-qualified ministerial servants may be used as needed. Whether speakers choose to use an outline they have already prepared or choose to use a new outline, they should take special care to adhere to the information in *Reminders for Those Assigned Public Talks*. **This will be especially important during October 2016 in view of the large number of visitors that we anticipate will be in attendance.**

Quarterly Editions of *The Watchtower*: In languages in which *The Watchtower* is produced only quarterly, the special cover subject articles will be published in the October-December edition. In such cases, the campaign to distribute the magazine will take place in October and the special effort to invite individuals to the weekend meeting will take place in September.

We send our warm Christian love.

Your brothers,

Testigos Cristianos de Jehová

c: Circuit overseers