

# JW Congregation Support, Inc.

LOCAL DESIGN / CONSTRUCTION DEPARTMENT

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Phone: (845) 306-3400

April 5, 2017

TO ALL BODIES OF ELDERS IN THE UNITED STATES BRANCH TERRITORY

RE: Adding *Builder Assistant* Users to Congregation Domain

Dear Brothers:

We appreciate your efforts to encourage brothers and sisters to update or submit a *Local Design/Construction Volunteer Application* (DC-50). In the letter dated December 16, 2016, to all bodies of elders, direction was provided to add volunteers with approved applications to the congregation's jw.org domain. It is now necessary for volunteers to log in to *Builder Assistant* with a jw.org user name and password.

We appreciate your patience in working with the volunteers to care for this important matter. To further assist you, a video entitled "How to Add a User to a Congregation Domain" is now available. This video containing detailed instructions and answers to frequently asked questions should be reviewed by all jw.org domain administrators. These instructions should be followed for all approved applications on file. The video is available in the Help Center section of *Builder Assistant* under Videos > Get Started at <http://help.ba.jw.org/share/en/add-user-to-congregation>.

Please be assured of our warm Christian love and best wishes.

Your brothers,

*JW Congregation Support, Inc.*