

Christian Congregation of Jehovah's Witnesses



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April 6, 2017

TO ALL CONGREGATIONS

Re: Tour Arrangement for Accra Bethel

Dear brothers:

We are always delighted when individuals or groups wish to visit Accra Bethel. Such visits deepen appreciation for Jehovah's organization and help us understand how the work is organized in our branch territory. In order for 'things to take place *decently and by arrangement*' (1 Cor. 14:40), we wish to provide the following helpful information that will make your visit spiritually rewarding.

Effective June 2017, group tours to Accra Bethel should be booked in advance by filling in the *Tour Booking Request* form available to the elders at the secure site of jw.org. Pre-booked tours will be available only on **Tuesdays, Fridays** and on **National Public Holidays**. When a congregation or group of brothers and sisters are planning to visit Bethel, we ask that the elders sign in to the congregation jw.org account and locate the document *Tour Information and Booking—Accra Bethel* in the "Forms" section under the "Documents" tab. This package includes all the forms and instructions you will need for your tour if your booking is successful.

First, the assigned elder should fill the *Tour Booking Request* form and send it through the jw.org Inbox feature as an attachment. He should make sure to select 'Tour Booking – Accra Bethel' as the recipient. (Note that this recipient is especially dedicated for tours. Selecting any other recipient will delay the processing of your request.) **Please wait for confirmation from the Bethel Tour Desk before making any definite travel arrangements.** On busy public holidays, the tour booking time slots are quickly filled and the Tour Desk may ask that you try to request a tour on another day.

Upon receiving confirmation of the tour request, the elder responsible should print and give copies of each of the following documents in the *Tour Information and Booking—Accra Bethel* package to those in the tour group:

- March 2008 *Our Kingdom Ministry* Question Box, "What type of clothing is appropriate when visiting facilities used for Jehovah's service?"
- *Dress and Grooming for Visitors Touring Bethel*
- *Showing Respect for the House of God*

You will also find in the package a map and written directions on how to reach Accra Bethel.

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If you have a confirmed booking and, for some reason, your group cannot visit as planned, please write to 'Tour Booking – Accra Bethel' via the jw.org Inbox and ask to cancel your booking.

Tours have a set time to begin and end, so we recommend that you try to arrive 30 minutes before your tour start time. If you encounter travel difficulties, and it looks like you will arrive late, the Tour Overseer should phone the Bethel reception on 030 271 2456.

Thank you for taking note of this adjusted tour arrangement. We look forward to seeing some from your congregation in the very near future!

Your brothers,

*Christian Congregation
of Jehovah's Witnesses*

PS to bodies of elders:

At the next midweek meeting, please arrange for an announcement to be made to the congregation that a letter on the above-noted subject has been posted on the information board.