

Christian Congregation of Jehovah's Witnesses



675 Red Mills Road Wallkill NY 12589-3292 Phone: (845) 306-1100

May 16, 2017

TO ALL CONVENTION COMMITTEES

Re: *Convention Organization Guidelines*

Dear Brothers:

Along with this letter, we are pleased to provide revised *Convention Organization Guidelines* (CO-1). Convention Committees should provide all department overseers and their assistants with a copy of this letter and *Convention Organization Guidelines*. Circuit overseers should ensure that each substitute circuit overseer in their circuit has received a copy of this letter and *Convention Organization Guidelines*. In an effort to be helpful, we have listed below paragraphs where additional direction has been provided on the following topics. Some of this direction has previously been conveyed by means of a letter:

Chapter 1

- **Par. 6:** Age limit for Convention Committee members.
- **Par. 15:** Tabulating attendance figures.
- **Par. 18:** Meeting between the program overseer and the convention chairman.
- **Par. 34:** Selection of department overseers and assistants.
- **Par. 42:** Approval of volunteers.

Chapter 2

- **Par. 17:** Local domain administrators.
- **Par. 38:** Number of safety brothers needed.
- **Par. 44:** Sign-language interpretation.
- **Par. 51:** Circuit overseers' expenses.
- **Par. 62:** Communication with Assembly Hall overseers.
- **Par. 63:** Installation Department and Trucking and Equipment Department when the convention is held at an Assembly Hall.
- **Par. 64:** Inspection of Assembly Halls at the conclusion of the convention.
- **Par. 67:** Granting hour credit to pioneers.
- **Par. 69:** Distribution of releases and discontinuation of the Literature Department.

Chapter 3

- **Par. 5:** Meeting with attendants on the first day of the convention.
- **Par. 6:** Posting attendants outside the Accounts Department.

- **Par. 48:** Examination of the baptism site.
- **Par. 51:** Use of white T-shirts for the baptism.
- **Pars. 66, 69:** Staffing of the First Aid Department.
- **Par. 82:** Stage clocks.
- **Par. 104:** Meeting with parking attendants on the first day of the convention.

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

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

c: Assembly Hall overseers