

TESTIGOS CRISTIANOS DE JEHOVÁ

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June 14, 2017

TO ALL CONGREGATIONS

Re: Annual Items for 2018

Dear Brothers:

We are pleased to inform you that electronic versions of the annual items for 2018 will be made available for download on jw.org beginning in October of this year. This includes *Examining the Scriptures Daily—2018* and the *2018 Yearbook of Jehovah's Witnesses*. Additionally, the *Research Guide for Jehovah's Witnesses—2017 Edition* will be released as it becomes available in each language. Because of the cost of producing printed publications, those with electronic devices are encouraged to make full use of electronic files rather than requesting printed copies. Any publishers needing assistance downloading these files to an electronic device should feel free to request such assistance from others in the congregation.

Publishers who require printed editions of the annual items may request them at this time. These include *Examining the Scriptures Daily—2018*, the *2018 Yearbook of Jehovah's Witnesses*, *Watchtower Library—2017 Edition*, and the *Watch Tower Publications Index 2017*. Additionally, requests may be submitted for Braille editions of *Examining the Scriptures Daily* and the *Yearbook*.

Beginning with the 2016 edition of *Watchtower Library*, a new feature was added that allowed those having Internet access to receive monthly updates to current publications and program features. With this in mind, those who already have the 2016 edition of *Watchtower Library* installed and have Internet access will likely not need to request the 2017 edition.

You may also now begin requesting the 2017 *Watchtower* and *Awake!* bound volume. In times past, some have requested this item simply to complete a personal library rather than for use as a research tool. With the increased availability of electronic resources such as *Watchtower Library*, the *JW Library* app, and *Watchtower ONLINE LIBRARY*, many have found that their use of printed bound volumes has greatly diminished. These electronic research tools are regularly updated and are well-suited to serve as our personal reference library. With these thoughts in mind, we ask that you please ensure that the printed bound volume will be fully utilized before requesting it.

We send our warm Christian love and greetings.

Your brothers,

Testigos Cristianos de Jehová

c: Circuit overseers

PS to bodies of elders:

Please arrange for this letter to be read to the congregation at the first midweek meeting after its receipt. Thereafter, it should be posted on the information board. **However, this postscript should neither be read to the congregation nor be posted on the information board.**

Congregations may begin submitting requests for the annual items mentioned above using jw.org. Requests may also be submitted for Braille editions of the items. The *Record of Special-Request Items* (S-57) may be used to record individual requests.

When the literature servant receives requests for *Watchtower Library—2017*, he should inquire whether the requester already has *Watchtower Library—2016* installed and has Internet access. If so, the requester should be reminded that the 2016 edition will continue to be updated with new publications and program features and that he likely does not need to request the 2017 edition.

In order for the branch office to meet the production and distribution needs of all congregations and reduce the extra cost involved with rush shipments, **each congregation** should enter its own request no later than **August 1, 2017**. The service overseer should work with the literature servant to ensure that the requests are submitted by that date. Soon thereafter, the quantity of annual items that a congregation can request will be lowered to the standard limit allowed for extra requests (five per congregation). A list of the languages in which these items are available will appear in the monthly literature announcement. For additional details, please review the announcement entitled “Prepare Now for Your Literature Needs” that is posted on jw.org.

Recent inventory surveys have indicated that some congregations have a quantity of annual items remaining after the general distribution to the publishers. Additionally, as noted above, many publishers are making use of electronic devices and therefore do not require printed publications. Quantities should not be submitted in anticipation of requests but should reflect the actual quantity requested by individuals. As a reminder, these items are considered special-request items.