

TESTIGOS CRISTIANOS DE JEHOVÁ

Apartado postal 132 - 28850 TORREJÓN DE ARDOZ (Madrid)

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January 15, 2018

TO ALL CONGREGATIONS IN THE SPAIN BRANCH TERRITORY

Re: Branch Construction Project

Dear Brothers:

Since the year 1900, Jehovah's people have used branch offices to organize the Kingdom work around the world. At this time, we are pleased to inform you that the Governing Body has approved a branch construction project in our branch territory. It is truly exciting to see that the rapid growth in Jehovah's organization is creating an increased demand for expanded branch facilities.

King David prophesied that even though subjects of God's Kingdom would face challenges, they would "offer themselves willingly" to serve Kingdom interests. (Ps. 110:3) Whether we can help out on a building site or not, all of us can have the privilege of supporting such projects through our voluntary donations. To that end, an additional contribution box will be available throughout the course of the project as a means for you to express your appreciation for this exciting endeavor. All contributions collected from this box will be remitted to the branch office to offset expenses associated with this project and the many other projects that are currently under way around the globe.—2 Cor. 8:12.

We are confident that when this project is completed, our new branch facility will give a grand shout of praise to our loving and generous God, Jehovah. Please be assured of our warm Christian love and best wishes.

Your brothers,

Testigos Cristianos de Jehová

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.** A copy of this letter and postscript should be given to the accounts servant.

At the conclusion of the meeting when this letter is read, the coordinator of the body of elders should ensure that a separate contribution box labeled **“Branch Construction”** is made available. The box should remain in place until notification is received that the project has been completed. Although publishers are being given an opportunity to provide additional financial support to branch construction activity, this arrangement is not intended to replace any existing congregation resolution to support the worldwide work.

Contributions from the **“Branch Construction”** box should be collected at the end of each meeting in the same manner as all other contributions and should be recorded as a separate line item on the *Receipt* (S-24) form. Amounts should be recorded on the on-line web application *Hoja de cuentas* using the option *Contribuciones > Recogida de contribuciones* under the code **“Renovación de la sucursal”**. The contributions should be remitted to the branch office each month along with all other donations. Although the contributions from the **“Branch Construction”** box will be tracked separately in the congregation’s accounts records, these contributions should be combined with the contributions received in the **“Worldwide Work”** box when remitting them to the branch office. Below are sample entries showing how to record the remittance to the branch office.

<p>1. Sample Receipt (S-24) Entries:</p> <div style="text-align: center; border: 1px solid black; padding: 5px;"> <p>RECIBO</p> <p>Recibido de: Fecha: <u>20/8/17</u></p> <p>Contribuciones - Obra mundial <u>90,00</u></p> <p>Contribuciones - Gastos de la congregación <u>75,00</u></p> <p><u>Renovación de la sucursal</u> <u>100,00</u></p> <hr/> <p style="text-align: right;">TOTAL <u>265,00</u></p> <p style="text-align: center;"> <u>Juan Pérez</u> <u>José García</u> <small>Servio de cuentas (firma y nombre legible) Verificado por (firma y nombre legible)</small> </p> <p style="text-align: center; font-size: small;"> Este formulario debe llenarse por duplicado. El servio de cuentas recibirá el original y el dinero, y quien verifique el recibo entregará la copia al secretario. </p> <p style="font-size: x-small;">S-24-S 10/14</p> </div>	<p>2. Sample Hoja de Cuentas Entries:</p> <div style="border: 1px solid black; padding: 5px; text-align: center;"> </div>																															
<p>3. Sample Hoja de Cuentas (S-26) Entries:</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th colspan="5">DONACIONES</th> <th rowspan="2">Total Recibo</th> </tr> <tr> <th>Nº</th> <th>Fecha Recibo</th> <th>Obra mundial</th> <th>Gastos congregación</th> <th>Renovación de la sucursal</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>20/08/17</td> <td>90,00</td> <td>75,00</td> <td>100,00</td> <td>265,00</td> </tr> <tr> <td colspan="2">Totales</td> <td>90,00</td> <td>75,00</td> <td>100,00</td> <td>265,00</td> </tr> </tbody> </table>	DONACIONES					Total Recibo	Nº	Fecha Recibo	Obra mundial	Gastos congregación	Renovación de la sucursal	1	20/08/17	90,00	75,00	100,00	265,00	Totales		90,00	75,00	100,00	265,00	<p>4. Sample Remesa de Contribuciones (S-20) Entry:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;">REMESA DE CONTRIBUCIONES</th> </tr> </thead> <tbody> <tr> <td style="width: 80%;">Obra mundial</td> <td style="text-align: right;">190,00</td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black; height: 10px;"></td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">190,00</td> </tr> </tbody> </table> <p style="font-size: x-small; text-align: right;">La sucursal retirará de la cuenta bancaria el importe total</p>	REMESA DE CONTRIBUCIONES		Obra mundial	190,00			TOTAL	190,00
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When the monthly congregation accounts announcement is read to the congregation, it should be announced what portion of the funds forwarded to the branch office for the worldwide work came from the **“Branch Construction”** box. Additionally, the congregation should be informed each month of the cumulative total of funds received in the **“Branch Construction”** box to date. This will help to keep all in the congregation aware of the need and will give them an opportunity to consider providing additional financial support as they are able. In order to provide this additional information to the congregation, the on-line web application *Hoja de cuentas* will generate an addendum to the *Informe mensual de las cuentas de la congregación* (S-30) that will appear on the third page.