

TESTIGOS CRISTIANOS DE JEHOVÁ

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SE:SSA August 29, 2019

URGENT

TO ALL CONGREGATIONS

Re: Closing of all accounts sheets of 2019 service year

Dear Brothers:

The purpose of this letter is to request your cooperation with an important matter related to the closing of all accounts sheets of 2019 service year. Due to a major revision of the accounting instructions that comes to effect on September 1st, 2019, it is necessary that **all** accounts sheets for the month of August (and previous months) are closed **without fail** in September. This is actually the current directive, since all congregations are instructed to close their accounts around the 6th day of the following month. However, there has been a pattern of a significant amount of congregations that habitually close their accounts when the following month is ending or even months later. When that happens, our department sends a notice to claim the closing of accounts.

However, this time around it is not possible to delay the closing of the accounts of August (or any previous months that are not closed) any later than September. For that reason we are requesting that you assign a member of your body of elders to ascertain that the *Hoja de cuentas* for the month of August (and any other previous months that may be pending) is closed early in September. Otherwise, our Accounting Department will have to contact each congregation individually if, as the month goes by, we notice that there are still accounts sheets that are open. This would result in a large amount of work that could be avoided. This not only applies to the banking accounts of the congregation (type A), but to the maintenance accounts as well (type B).

We thank you very much, dear brothers, for your cooperation in this matter. Please receive our Christian love and best wishes.

Your brothers,

Testigos Cristianos de Jehová

c. Circuit overseers

NOTE TO CIRCUIT OVERSEERS: This measure also applies to all circuit accounts (type C). For that reason, we kindly ask that you make sure that the sheets of accounts for the month of August (and any other previous months that may be pending) are closed in the terms aforementioned.