



WATCH TOWER

BIBLE AND TRACT SOCIETY OF PENNSYLVANIA

OFFICE OF THE SECRETARY AND TREASURER
25 COLUMBIA HEIGHTS, BROOKLYN, NEW YORK 11201-2483, U.S.A.
PHONE (718) 625-3600 FAX (718) 875-7446

December 22, 1997

TO ALL BODIES OF ELDERS IN THE UNITED STATES

Dear Brothers:

We thank all of you for your individual contributions in making the Kingdom Hall Assistance Arrangement (KHAA) so effective. We appreciate very much the efforts the local and Regional Building Committees have made in rebuilding damaged properties and the loving way in which you have cared for those who have been injured while working on Kingdom Halls or while attending meetings. The long-range, positive effects of such sincere effort in caring for Kingdom Halls and Jehovah's sheep cannot be overestimated.

Some property losses have involved Kingdom Halls where the congregations have not updated their property values as listed with the Society for many years. At this time we are requesting that all congregations provide us with an updated appraisal of the value of their Kingdom Hall. If help is needed in making the appraisal, one elder from the congregation or congregations should be selected to take the lead in contacting the Regional Building Committee for assistance. After all of the features of the Kingdom Hall have been noted and appraised, please report the correct figure to the *Risk Management Office* using the revised Property Description Form (T-50) sent to you in November.

Also enclosed is an Accident Information sheet. Please take a few minutes to familiarize yourselves with these procedures before filing this information where it will be readily accessible in the event that an accident takes place at your Kingdom Hall.

Thank you for your attention to this important matter of updating Kingdom Hall values. We pray for Jehovah's continued blessing upon the Kingdom Hall Assistance Arrangement and thank you for your loyal support.

Your brothers,

Watch Tower B. & T. Society
OF PENNSYLVANIA

Encl.

cc: Regional Building Committees