WATCHTOWER
BIBLE AND TRACT SOCIETY OF NEW YORK, INC.

25 COLUMBIA HEIGHTS, BROOKLYN, NEW YORK 11201-2483, U.S.A. PHONE (718) 560-5000

October 5, 2000

TO ALL BODIES OF ELDERS IN THE UNITED STATES

Dear Brothers:

This is to provide further information regarding the arrangement for individuals to reserve rooms at the Patterson Inn, located adjacent to the Watchtower Educational Center, in Patterson, New York. A few *Patterson Inn Room Request* forms are provided with the accompanying letter dated October 5, 2000, regarding the *2001 Recommended Lodging List*.

As stated in that letter, these arrangements are only for baptized Jehovah's Witnesses and their minor children, all in good standing with the congregation. A *Patterson Inn Room Request* form may be filled out by any member of the congregation that meets the above criteria. Once it is filled out, the form should be given to the congregation service committee for review. They should verify all information on the application, sign it, and then promptly return the form to the publisher listed on line No. 1 for mailing.

As they review completed *Patterson Inn Room Request* forms, the congregation service committee should consider the overall situation of the individual(s) requesting accommodations. It would be best not to recommend the following:

- Groups composed entirely of single brothers and single sisters (married publishers who will not be accompanied by their mates are viewed as single).
- Individuals who are presently experiencing difficulties in their lives. Especially where these difficulties involve problems in the family, the elders will want to exercise discretion when considering a publisher who will not be accompanied by his or her mate. It is best not to submit any requests for persons with such problems.

Please do not leave it to the Society to inform any applicants that they do not qualify. You should kindly inform them why you do not feel you can recommend them to stay at Patterson.

In connection with those recommended to stay at the Patterson Inn, it would be a kindness to refer them to the October 5, 2000, letter to all congregations in the United States. This letter provides further details and reminders, such as the need to exercise due caution while in the New York City area, as well as the need for proper dress and grooming while at Bethel.

Once the form has been received and processed, the applicant will receive a written confirmation from the Society regarding the request. All requests must be submitted in advance following the above procedure. There is no provision for obtaining a room without a confirmed reservation.

Please refer to these guidelines when considering every request submitted. We appreciate your assistance in assuring that this arrangement is upbuilding and motivating for all who are able to make use of this provision.

Your brothers,

Watchtower B. & T. Society
OF NEW YORK, INC.

c: Traveling overseers