[redacted]

Christian Congregation of Jehovah's Witnesses

2821 Route 22, Patterson, NY 12563-2237 Phone: (845) 306-1100

[redacted] 2001

BODY OF ELDERS

[redacted]

Dear Brothers:

Recently, in the letter to all bodies of elders in the United States dated December 28, 2000, the Society was pleased to provide some information on effectively witnessing in jails and prisons. Included with this letter was a *Prison Information Form*, which was to be completed and returned to the branch office by all congregations caring for the prison work in jails or prison facilities.

Our records show that the following jail or correctional facility is assigned to your congregation.

[redacted]

However, to date we have no record of having received a completed *Prison Information Form* from you. We would appreciate it very much if you would review the above-mentioned letter and copy the form that was enclosed with that letter, complete the form, and return it to us by [redacted] **2001**.

If no visits are being made to this facility at this time, please simply note that in the "Comments" section on page one of the form. Please also fill in your congregation's name and number and the name and address of the facility. Then return the form to us.

If another congregation is caring for the work at this facility, please fill in your congregation's name and number as well as the name and address of the facility. Then, in the "Comments" section on page one of the form, please provide us with the name of the congregation(s) caring for the work there. Then mail the form to us.

Thank you for giving this matter your prompt attention. Please be assured that we consider it a privilege to be working along with you in this interesting aspect of the ministry.

Your brothers and fellow servants,

Christian Congregation of Jehovah's Witnesses

PRISON INFORMATION FORM

(A blank copy of this form should be kept for duplication purposes.)

Date [redacted]

Congregation Name [redacted] No. [redacted]

Name and mailing address of the institution:

[redacted]

If the above institution has a different street address than the above mailing address, please list it below.

Please check *each* statement that is true.

___ We are allowed to take literature into this facility.

___ We are allowed to mail literature to inmates at this facility.

X We are not allowed to take literature into this facility, nor can we mail it in. All literature must come directly from the publisher, the Watch Tower Society.

___ Hardbound literature is permitted at this facility.

X Paperback literature is required at this facility. Hardbound literature is not permitted.

Comments: THE [redacted] CONGREGATION HAS BEEN RECEIVING ALL CORRESPONDENCE FROM THE SOCIETY FOR THE ABOVE PRISON. HOWEVER, WE HAVE SINCE DETERMINED THE PRISON IS ACTUALLY IN THE [redacted] CONGREGATIONS' TERRITORY.

Please check *each* statement that is true.

X One-on-one studies are conducted at this facility.

____ Group studies are conducted at this facility.

____ Congregation meetings are conducted at this facility.

Meeting _____ Day & time held _____

Meeting _____ Day & time held _____

Meeting _____ Day & time held _____

Comments:

_____

_____

_____

_____

_____

_____

_____

Does this institution have a library? ___ Yes X No

Does it carry any of our publications? ___ Yes X No

If your congregation cares for a penal institution, as soon as possible:

- Complete a copy of this form for each penal institution that you care for and mail the form(s) to Watchtower, Attn: Prison Desk, 25 Columbia Heights, Brooklyn NY 11201-2483
- A photocopy of each completed form should be retained in the congregation file

When circumstances change and the information on a form needs to be updated:

- Complete a copy of this form and mail it to Watchtower, Attn: Prison Desk, 25 Columbia Heights, Brooklyn NY 11201-2483
- A photocopy of the revised form should be retained in the congregation file
- Discard the previous form. Keep only the latest information on file