

ATTENTION HISTORIANS

YOUR 2009 INSTRUCTIONS FOLLOW:

Local 2009 statistical reports are due January 31,2010. These forms are to aid you in gathering your information and also to help the Presbytery PW Historian with her report:

PLEASE mail your local statistical reports to:

Ginny Jones
11076 Plantation Lake Dr.
Scott, AR 72142

It would be helpful to the Presbytery PW Historian if you could also send her a copy of your local history. Her copy does not need to be on acid free paper.

Local 2009 PW Histories are due by January 31,2010

Mail your original local histories (on acid free paper) to:

Linda Davis, Special Collections Librarian
John Campbell Library
P. O. Box 520
Decatur, GA 30031

Please include the following:

- a. Names of Coordinating Team
- b. Report of Gatherings
- c. Special programs and activities
- d. Names of women who attended conferences and training events
- e. Recognition of women who have been honored during the year
- f. Year-end financial statement
- g. Brief biography of deceased members
- h. Mission projects

Your local histories should be printed on acid free paper. Acid free paper is available at your local office supply store or Wal-Mart at a very reasonable price -just check the packaging to be sure it indicates the paper is archival quality.

Preferably type annual historical reports, single-spaced on one side of page; double space between paragraphs. If handwritten, please use a black pen. Be sure to place the name of your church; city, state; topic (PW History); and year at the top center of first page and in the upper left-hand corner of each of the following pages. Photographs (black and white last longer), programs, bulletins, newspaper articles, etc. are encouraged. Don't forget to include names and dates under any photos.

I look forward to receiving your statistical reports after the first of the New Year. If you have any questions, please call me at 1-501-961-2333, or email me at

wljones@starbrand.net wjonespe@starband.net

Ginny Jones
Arkansas Presbytery PW Historian