

**Seal Charter of Jehovas Zeugen in Deutschland,
K.d.ö.R. (SiegelO-E)**

New version of January 2, 2019, in force since March 4, 2019 (Amtsblatt von Jehovas Zeugen in Deutschland, No. 1, 2019, p. 1 f.)

§ 1 Seal. As an expression of autonomy and in exercising its rights as a public corporation in legal dealings, *Jehovas Zeugen in Deutschland*, K.d.ö.R. maintains the seals presented in this Charter to serve as formal demonstrations of proof.

§ 2 Authorized Seal Holders. (1) Seal authorization is granted to the branch office (§ 6 StRG) and the coordinator of the body of elders in each congregation (§ 8 StRG) as the local ecclesiastical authority of *Jehovas Zeugen in Deutschland*, K.d.ö.R.

(2) Every authorized seal holder receives his own unique seal that differs from the seal of any other authorized seal holder.

(3) Authorization to use a seal is only granted in order to represent *Jehovas Zeugen in Deutschland*, K.d.ö.R. in the context of the duties and responsibilities assigned to the authorized seal holder.

§ 3 Responsibility for a Seal. (1) Authority over the seal (responsibility for a seal), in the case of the branch office, rests with the members of the Branch Committee and others who have been assigned the power of responsibility for a seal by the Branch Committee.

(2) The power of responsibility for a seal through a coordinator of a body of elders neither establishes that a congregation has its own power over the seal independently of *Jehovas Zeugen in Deutschland* (§ 2(3)), nor does it indicate that the congregation has its own corporation rights or legal personality under State law.

(3) Every person responsible for a seal uses the authorized seal that bears his assigned reference number.

§ 4 Using Seals. (1) Seals are intended for the following procedures:

1. Issuing documents through which rights or obligations should be recognized or altered,
2. Issuing powers of attorney,
3. Compiling official extracts from our own books,
4. Authenticating duplicates and copies of certificates and other documents (§ 5),
5. Issuing references,
6. Drawing up documents of special significance,

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7. Authenticating signatures,
 8. All other cases in which the use of a seal is ordered or recognized by the regulations of the religious association or the state, or corresponds to conventional practice.
- (2) A blue ink pad is used for the seal. A white seal label is used for the embossed seal.
- (3) Creating a reserve of seals, as well as using seals for other matters (for example, sender details), is not permitted.

§ 5 Producing Duplicates and Copies. (1) Duplicates and copies of documents that are or have been issued by the religious association, one of its structural divisions or agencies, can be authenticated by any person authorized to maintain a seal.

(2) Duplicates and copies of documents issued by institutions that do not belong to the religious association can only be authenticated by the branch office.

(3) For authentications in line with subsections 1 and 2, the following text is binding:

“This is to certify that the duplicate/copy conforms to the original.”

(Followed by place, date, signature, seal.)

§ 6 Signature Authentication. Authenticating signatures on private documents is permitted. The wording must be as follows:

“I have personally witnessed the above signature and hereby certify that it belongs to Miss/Mrs./Mr. (last name, first name), born on (date of birth), residing at (zip code with town/city, street with house number), personally known to me/identified by passport/identity card no. (number).”

(Followed by place, date, signature, seal.)

§ 7 Probative Value of a Seal. (1) The seal beside the signature confirms that the document was issued by the signatory. In this case, the seal replaces proof of power of representation. The person responsible for the seal is the one who affixes the seal.

(2) With documents that execute legal transactions or issue powers of attorney, the lawfulness of the resolution is established when the required signatures are obtained and a seal is affixed.

§ 8 Seal Layout. (1) The seal of the branch office is circular in form. It is 38 mm in diameter. The font is Garamond. The image on the seal is a stylized open Bible, above which are the capital letters “JZ”. Underneath is the unique reference number and, beneath that, “BERLIN” is written in capitals. The text on the upper half of the seal reads “JEHOVAS ZEUGEN IN DEUTSCHLAND” in capital letters and on the lower half “Körperschaft des öffentlichen Rechts”. Two Arabic numerals are inserted after the sequence “02006” to form a unique reference number.

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(2) The seal of the coordinator of the body of elders is circular in form. It is 28 mm in diameter. The image and text on the seal match those on the seal of the branch office, however, the number of the respective the congregation and a two-digit number in Arabic numerals are added to serve as proof of the issuing church authority.

§ 9 Manufacture and Modification. The Branch Committee is exclusively authorized to manufacture and modify a seal.

§ 10 Security Regulations. (1) A seal must be stored under lock and key after each use. The coordinator of the body of elders maintains a seal log in which he must record every usage of the seal. This seal log must also be stored under lock and key after each use.

(2) The branch office keeps a collection of the imprints of all seals in use within the domain of the religious association.—§ 1(3) StRG.

(3) If a seal becomes invalid, this will be announced in the *Amtsblatt von Jehovas Zeugen in Deutschland*.

§ 11 Loss, Retention of Invalid Seals. In the event that a seal is lost, this must be communicated immediately to the branch office in order for the seal to be canceled. Seals that are declared invalid must be collected by the branch office.