

December, 2005

Mailing Instructions for WBS students in Sierra Leone

Dear World Bible School Workers,

We rejoice to have you partnering with WBS in reaching out to the country of Sierra Leone. This country is recovering from 10 years of war and is showing great signs of recovery. However, the Governmental Postal system has been very slow in mail delivery and we cannot have this hindering the work that you are trying to accomplish there. This is a nation of over 4 million souls and we want to do all that we can to help you reach these people with the message of Christ.

Thus to ensure that there is a better and improved flow of mail between you and your students, we request that you follow the instructions given below and advise your students and teachers accordingly.

Guidelines to WBS teachers:

- 1) Address each piece of mail TO your student with their address, (whether P.O. Box or street address).
- 2) When possible, include a self addressed envelope. On this envelope, use the address below. This address also includes the local physical address for the WBS office in Sierra Leone. This makes it possible for the student to take their lesson to this Service Center without having to post it, as postage is very expensive.

Example of mailing Address: **Teachers Name and WBS Code**
World Bible School
P.O. Box 861
#2 Campbell Street
Freetown, SIERRA LEONE

- 3) Please separate all lessons for Sierra Leone and then put into one package or parcel. ***Please identify this package as mail for Sierra Leone.***

Be sure and put your US address in the upper left hand corner on all lessons or mailing envelopes you send as it is required by US Postal rulings.

- 4) You may send all your mail for other countries together with mail to Sierra Leone, **but be sure you have all Sierra Leone mail into one separate identifiable bundle.** Mail to either Alpha Mailing Solutions or to our Cedar Park address: WBS, 13441 Lime Creek Rd., Cedar Park, TX 78613
If you choose to ship directly to the student at a street address, the chances are that the mail will not be delivered by the Post Office in Sierra Leone.

Instructions to your WBS Students:

- 1) Instruct your WBS students to either post the completed lessons locally to the WBS Service Center office address at the P.O. Box given above or to hand deliver them to the WBS Service Center on #2 Campbell Street, Freetown. This will save them a great deal of postage and put them in touch with our Volunteers.
- 2) For those with Students from the **city of BO**, the second largest city in the country, we now have a drop box set up that the students can use for returning their lessons to you.
This box is located at: **World Bible School**
#6 Mac Robert Street
Bo, SIERRA LEONE

Thank you for your assistance in this matter and we pray that with the high cost of postage in Sierra Leone, which this will make it possible for your students to continue to study. If you have any questions or need further information, please feel free call the WBS office in Cedar Park at 800-311-2006.