**Submission**: Completed forms need to be submitted to rhaparli@email.arizona.edu by no later than **11:59PM on the Monday prior to the meeting you want to present at**. No late proposals will be accepted. Once received, your proposal will be reviewed and sent back to you with suggested corrections no later than **11:59pm on Tuesday**. You must resubmit the adjusted request by **5:00pm on Wednesday, of the week you wish to propose.** You may choose to make or reject any of the suggested changes.

**Questions?** If you have any questions, please contact Danielle at rhaparli@email.arizona.edu.

|  |  |
| --- | --- |
| **MM: Main Motion**  **Whereas**,  **Whereas,**  **Whereas,**  ***Be it resolved****,* | |
|  | |
| **Author** | |
| **Name** |  |
| **Email** |  |
| **Phone** |  |
| **Hall/Organization** |  |