**Submission**: Completed forms need to be submitted to rhaparli@email.arizona.edu by no later than **11:30 PM on Wednesday two meetings 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 **11:30 PM on Tuesday the following week**. You may choose to make or reject any of the suggested changes.

 You must resubmit the adjusted request by **4:00 PM on Wednesday, of the week you wish to propose.**

**Questions?** If you have any questions or concerns, please contact Esmeralda at

rhaparli@email.arizona.edu.

| **MM: Main Motion** ***Whereas,******Whereas,******Resolved,*** ***Resolved,***  |
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|  |
| **Author** |
| **Name** | AUTHOR NAME |
| **Email** | netid@arizona.edu |
| **Phone** | 888-888-8888 |
| **Hall/Organization** | HALL NAME |