



## **Format for Submission of Proposed Region 5 New Business Motions**

New business to be placed on the assembly agenda may be proposed by any Registered Intergroup of Region 5 or Region 5 Committee and is to be submitted to the Region 5 Chair and the Region 5 Secretary. If the motion is to be sent out with the preassembly packet, please submit it by January 1<sup>st</sup>, May 1<sup>st</sup>, or September 1<sup>st</sup> for the March, July, or November assembly respectively.

***Use this as a guide in filling out the form on the next page.***

### **Date:**

### **MOTION:**

State motion in clear, concise language.  
(Move that ..., or Move to ...)

### **SUBMITTED BY:**

Appropriate values here would be one of the following: Name of the Region 5 Intergroup or Committee.

Please also include the following:

Contact Name:                      Phone #:              Email Address:

### **INTENT:**

State clearly the purpose of the motion.

### **IMPLEMENTATION:**

How would this motion/change be carried out?

### **COST:**

\$ amount (if known).

### **RATIONALE:**

Reason for submitting motion, including relevant background information, problems addressed by this motion, and alternatives to this motion that were considered. (Please limit to one page.)

**Submit to the Region 5 Chair and the Region 5 Secretary.**

## Region 5 New Business Form

**Date:**

**MOVE To :**

**SUBMITTED BY:**

**INTENT:**

**IMPLEMENTATION:**

**COST:**

**RATIONALE:**