



## **Format for Submission of Proposed Region 5 *POLICIES* Amendments**

Amendments to the Region 5 Policies (which includes the R5 Policies and Procedures, the R5 Convention Guidelines, and the R5 Standing Rules) may be proposed by any Registered Intergroup of Region 5 or Region 5 Committee and shall 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 March 1<sup>st</sup> or October 1<sup>st</sup> for the Spring or Fall assembly respectively.

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

**Date:**

**TO AMEND:**

Article number and name, section number and name, paragraph number and name, by (description of the change or statement of action to be taken).

### **CURRENT WORDING**

Article # - Title

Section # - Title

Write out **current** wording.

### **PROPOSED WORDING**

Article # - Title

Section # - Title

Write out the combination of the current and the proposed wording.

Strikethrough words to be omitted ~~like this~~.

Underscore words to be inserted like this.

**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 Policies Amendment Form

**Date:**

**MOVE TO AMEND:**

**CURRENT WORDING**

**PROPOSED WORDING**

**SUBMITTED BY:**

**INTENT:**

**IMPLEMENTATION:**

**COST:**

**RATIONALE:**