



# LEGISLATION

{Resolution # is by date...initials identify the House of origin...#of the Bill}

Resolution # {Sample 93-HR-01} Title: {a general idea about the bill}  
Author: {person who wrote the bill} Date Presented: \_\_\_\_\_

**WHEREAS:** {These first few paragraphs of your motion should be an explanation of your intent and reasons for bringing up the resolution. The “whereas” clauses should not be considered when voting on the piece of legislation; they cannot be amended. If any explanation is needed.

**WHEREAS:** the author has “first rights”. The “whereas” clauses do not have to be read by the Presiding officer when the motion is being read.} The rest of the “whereas” spaces are just in case you want to give a lot of reasons for the motion. It is wise to carefully consider why a motion should pass and explain those reasons in the “whereas” space! \_\_\_\_\_ AND

**WHEREAS:** (In simple terms...this is the “Why”) \_\_\_\_\_

\_\_\_\_\_, THEREFORE

**BE IT RESOLVED:** {These “resolved” clauses are the meat of the motion. They state exactly what the organization should do. They can be amended and this is what the assemblies should consider when voting on the motion. The “resolved” clauses must be clearly worded so there will be no misinterpretations.

**AND BE IT FURTHER RESOLVED:** (In simple terms...this is the “What \_\_\_\_\_

## **ACTION:**

Date: \_\_\_\_\_ House of Representatives: PASS \_\_\_\_ FAIL \_\_\_\_

Date: \_\_\_\_\_ Staff Senate: PASS \_\_\_\_ FAIL \_\_\_\_

Administrative Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Executive President's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **Comments:**