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| **HOUSE MEETING**  **FORMAL MOTION FORM** |

Formal motions provide students with the opportunity to address any concerns with the house. Constitutionally, the formal motions are divided into three categories:

1. Motions in order to amend the Constitution
2. Motions of no confidence
3. Motions to vote and debate on serious issues affecting the house

All formal motions must be sent to the Registrar. Upon receiving the formal motion, the House Committee will review the motion. Should the formal motion not be formatted correctly, the motion will be rejected and the reason for rejection will be communicated to the house. A formal motion must adhere to the following requirements:

1. You must fill in your name and student number. This is done to uphold the accountability and eligibility of the motion. A motion can only be submitted by a current house member.
2. You must have a seconder. Both parties must add their signature to the formal motion.
3. If a problem is raised, a possible solution must be suggested. The house must be able to vote on this solution.
4. The motion must be written in a formal nature. No vulgar language will be accepted.
5. The motion must be clear and concise – if the motion doesn’t have sufficient detail regarding the problem/concern, it will be rejected.

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| **Personal details** |

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| **Motion holder** | | **Seconder** | |
| Full Name |  | Full Name |  |
| Student number |  | Student number |  |
| Signature |  | Signature |  |

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| **Motion** |
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| **Suggested Solution** |
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