

RESOLUTION DOCUMENTATION FORM

(To be attached to all submitted resolutions)

Deadline to submit resolutions to MAT is **September 6, 2017***

Township/County: _____

Contact Person: _____ Phone & Email: _____

County Unit Chair: _____ Phone & Email: _____

Date resolution passed county unit: _____

RESOLUTION TITLE: _____

COMPLETE THE REQUESTED INFORMATION ON REVERSE ►►
The 5 areas of information are important to the established policy for resolutions ►►

Attach full resolution to this form and return it to:

**MAT
PO Box 267
St. Michael MN 55376
Fax 763-497-3361**

If emailing, please include all requested information: info@mntownships.org

Name of your county unit L & R member: _____

Phone & Email: _____

Note: County unit representative is to follow the resolution through the process. IE: L & R in Fall and Annual Conference in November, to answer questions detailing their thoughts and reasons.

For MAT Office Use Only

Date Received _____

Date Reviewed By MAT Legal Staff: _____

Legal Staff Determination: 1) Forward To Fall L & R Subcommittee _____

2) Returned For Reason _____

L & R Committee Determination: 1) Forward To Board Resolutions Committee

2) Returned For Reason: _____

Received At MAT Board Resolutions Committee Meeting On: _____

Forward To MAT Annual Meeting Of: _____

MAT Member Vote _____

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Documentation Information:

- 1) Background information regarding your proposed resolution and what issue(s)/circumstances created the need for change.

- 2) Describe the issue that prompted this proposal and why you/your township and county feel this change is necessary.

- 3) Attach background informational data resulting from your research on the proposal, include the Minnesota Statute number or section.

- 4) How will this proposal affect the townships in Minnesota?

- 5) Which of your legislators will support this proposal?

Please attach full resolution to this form for submission to MAT.

This form can also be found on our website: www.mntownships.org

*One week following the last scheduled MAT District Meeting of the year.