



RESOLUTION SUBMISSION FORM

2020 CEIU National Triennial Convention

(See instructions on the back)

1. Submitting body: _____
2. Resolution: **(If you require more space, resolution(s) can be submitted on a separate sheet, but must be attached to a copy of this form duly signed to be accepted)**

WHEREAS _____

BE IT RESOLVED _____

3. Certification:

We attest that the above resolution was adopted at a properly constituted official meeting of this submitting body, held on _____, 20____.

Name of Presiding Officer or President of the Local : _____

Signature of President Officer or President of the Local: _____

Name of Secretary of Meeting or Secretary of the Local : _____

Signature of Secretary of Meeting or Secretary of the Local: _____

Instructions for completing the Resolution Submission Form

- 1. Submitting Body:** Enter the name of your submitting body. Submitting bodies can be Locals or any official national, regional or district meeting of members. The National Executive may also submit resolutions.
- 2. Resolution:** When entering the wording of the resolution, an indication should be given as to why the resolution is necessary. This is done by providing an explanation at the introduction of the wording. For example, a typical resolution would be worded as follows:

Whereas monies used for Regional Presidents' Conference are national;

Be it resolved that it be CEIU policy not to forward any future monies unless a financial statement properly verified has been received by National Office.

- 3. Certification:** The Presiding Officer and Secretary of the meeting, or the President and Secretary of the Local, must sign the form to indicate that the resolution was adopted by the properly constituted meeting. Without these signatures, the resolution will not be accepted.
- 4. Send your typed WORD or RTF version resolution form and scanned signatures** by email to seguins@ceiu-seic.ca no later than the deadline date of 9:00 pm (EST) on March 27, 2020

Signatures can also be provided by mail at:

CEIU, c/o Sue Séguin
275 Slater Street, Suite 1204,
Ottawa, Ontario K1P 5H9

or by fax: 613-236-7871

- 5. Deadline Date to submit your resolution is no later than 9:00 p.m. (EST) on March 27, 2020**

Electronic versions (in a WORD or RTF version) of the resolution with the duly signed Resolutions Submission Form must be received at the CEIU National Office
no later than 9:00 pm (EST) on March 27, 2020

www.ceiu-seic.ca