*Please Print*

**NBI NAME Date Time**

**Delegate Making the Motion Association Represented**

**Delegate Seconding the Motion Association Represented**

According to the *MTA Standing RULE 6: Order of Business and Debate, Section 13:*

*With the exception of items on the agenda, all substantive motions shall be submitted in writing to the Presiding Officer.*

**MOTION**

**MOVED**

**SUBMITTER’S RATIONALE**

**DUES IMPACT**

**SUBMITTER’S COST & STAFF TIME ESTIMATE**

**MTA COST & STAFF TIME ESTIMATE *(For MTA use only)***

**New Business Items** submitted to the President in the MTA Headquarters (2 Heritage Drive, 8th Floor, Quincy, MA 02171-2119) no later than 5 p.m. Monday, April 30, will be distributed to the delegates at registration and commence to be considered at the Friday session.

New Business Items **WITH** budgetary implications must be submitted either by the Monday prior to the Annual Meeting (April 30) or no later than **prior to the conclusion** of business on Friday at the Annual Meeting (May 4) so that they may be acted upon prior to adoption of the annual budget and the dues for FY 2018-2019 which will occur Saturday morning (May 5). A new business item **WITH** budgetary implications is defined as any activity or action that would result in an additional expenditure of more than $1,000 by the MTA.

New Business Items **WITH** budgetary implications will be considered in the order in which they are received but before other New Business Items **WITHOUT** budgetary implications.

Other New Business Items **WITHOUT** budgetary implications shall be submitted to the Presiding Officer **prior to the end of the first hour** of the business session of the second day of the Meeting of Delegates (by approximately 10 a.m. on May 5) and shall be considered throughout the meeting at times determined by the Presiding Officer.