

MOTION FOR A GENERAL MEETING

An owner or committee member asks for a motion to go on the AGM or general meeting agenda.

Check your state's rules on how and when a motion must be submitted. In some states the motion must be received before the notice of meeting is sent.

SCHEME

LOT NUMBER

OWNER NAME(S)

EMAIL / PHONE

WORDING OF THE MOTION (EXACTLY AS IT SHOULD APPEAR ON THE AGENDA)

EXPLANATORY NOTE FOR OTHER OWNERS (OPTIONAL)

TYPE OF RESOLUTION (IF KNOWN)

☐ Ordinary ☐ Special ☐ Unanimous / without dissent ☐ Not sure

SIGNED

NAME

DATE SUBMITTED

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