Proposals must be submitted using this form and cannot be longer than 2 pages. It is not permitted to adjust this form’s fonts or margins. You may remove boxes that are not applicable as well as this text.

# Proposal Title

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| **Is this an Online Voting Proposal or a General Meeting Proposal?**  |
| Online Voting / General Meeting (Delete as Appropriate) |

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| **Proposer Name and Position** |
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| **Seconder Name and Position** |
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| **Aim – What do you want to achieve?** |
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| **Background – What do we need to know to consider the proposal?** |
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| **Proposal Details – What, specifically, do you want to do?** |
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| **Motivation – Why are you proposing this?** |
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| **Timetable and Actions – What do we need to do?** |
| **Action** | **Deadline** |
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| **Income – Will your proposal provide fundraising opportunities for the club?** |
| **Income source (with break even)** | **Quantity** | **Price** | **Income** |
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| **Total Income:** |  |

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| **Resources – What will your proposal cost? What equipment/manpower is needed?** |
| **Resource** | **Source** | **Quantity** | **Price** | **Cost** |
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| **P&P:** |  |
| **Total Cost:** |  |
| **Total Profit:** |  |

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| **Supplementary Documents (Attached)** |
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