

WARLCA COUNTY CONSTITUTION CHANGE

The following Constitution change was submitted at the (date) _____ Meeting of the (County) _____ Rural Letter Carriers' Association. **If adopted, the County Secretary/Treasurer will update the County Constitution appropriately, and then send the complete updated County Constitution to the State Secretary/Treasurer.**

The following procedures are suggested for effectively presenting county-adopted Constitution Changes:

- 1) Place only one Constitution per sheet.
- 2) Present in Word document format.
- 3) Formatting instructions:
 - (a) Font - Times New Roman; Font Size - 11
 - (b) New Language **BOLD**; Omitted Language ~~Strike Through~~
 - (c) Article _____ Section _____ Paragraph _____

Explanatory paragraphs should be headed as follows: (If spaces below are inadequate, use additional sheets with the appropriate heading)

PRESENT LANGUAGE:

PROPOSED LANGUAGE:

INTENT OF / REASON FOR CHANGE:

Adopted? (circle one) **Yes** or **No**

Signature _____ Date _____
County Secretary

This form to be kept for two years by County Secretary/Treasurer