

**DECORUM FORM  
FOR SPECIAL PRESENTATIONS IN THE SENATE CHAMBER**

**IMPORTANT**

- This form must be completed at least **3 days** in advance to ensure scheduling of a special presentation. This will also help to make sure a pretty copy is available.
- No special presentations will be scheduled on the following legislative days: Day 1; Day 29; Day 30; Day 38; Day 39 and Day 40
- Resolutions more than 36 lines will **not** fit on one page.

Today's Date: \_\_\_\_\_

**Presentation Date:** \_\_\_\_\_

or

**Pretty Copy Only Needed by** (see #2 below): \_\_\_\_\_  
Date

Requesting Senator: \_\_\_\_\_

Contact Name and Number: \_\_\_\_\_

**SR Number:** \_\_\_\_\_

**Name of the Group to be honored** \_\_\_\_\_

**Number of people to be presented on the rostrum is limited to 5** (additional guests may be recognized in the Gallery)

1. **Primary Guest:** \_\_\_\_\_
2. **Guest:** \_\_\_\_\_
3. **Guest:** \_\_\_\_\_
4. **Guest:** \_\_\_\_\_
5. **Guest:** \_\_\_\_\_

**Check One**

1.  **Presentation from Presiding Officer's area** (guests will be brought up the north aisle.)
2.  **Pretty copy only** (presentation will take place at another location.)