

SENATE

Legislator: _____

Topic: _____

Will the Request:
(check any/all that apply)

- Offer congratulations for significant public achievements;
- Recognize meritorious individual achievement;
- Express appreciation for service to the state or the General Assembly;
- Recognize an individual's service in the military; or
- Extend greetings to prominent visitors to the state.

or

- Express sentiment on the death of a person who has not served as a member of the General Assembly.

If Yes

Request should be a **Tribute**
[see Senate Rule 30A (b)(1)]
Must have permission of the President

If Yes

Request should be a **Memorial Tribute or Joint Memorial Tribute**
[see Senate Rule 30A (b)(2)]
Must have permission of the President (and the Speaker on Joint Memorial Tributes)

↓ If none of the above apply ↓

Will the Request Pertain to:
(check any/all that apply)

- The transaction of the business of both the House and the Senate; or
- The establishment of investigating committees comprised of members of both houses; or
- Those matters which shall express the will of both houses on any matter not mentioned in Rule 30A (tributes);

or

- Matters similar to the above 3 items, but do not require concurrence of the House and relate solely to the Senate.

If Yes

Request able to be **Senate Joint Resolution**
[see Senate Rule 30 (b)(3)]

If Yes

Request able to be a **Senate Resolution**
[see Senate Rule 30 (c)]

Senate Rule 30 (b) and (c). Resolutions and Memorials

Resolutions and memorials originating in the House shall be of the following classes:

(b) Senate joint resolutions, which pertain to:

- (1) The transaction of the business of both houses.
- (2) The establishment of investigating committees composed of members of both houses.
- (3) An expression of the will of both houses on any matter that is not the subject of a tribute as provided for in Senate Rule No. 30A.

Any such resolution shall be printed as a bill and placed in the members' bill books, and only its title shall be printed in the journal. The number of printed copies shall be determined by the secretary. Except as otherwise provided in subsection (g) of this rule, at the discretion of the President, it shall then either be acted upon immediately, lay over one day before being acted upon, or be referred to a committee of reference, where it shall be considered as Senate bills are considered.

(c) Senate resolutions, which shall not require the concurrence of the House, and shall cover any purpose similar to a joint resolution, but relate solely to the Senate. Such resolutions shall be treated in all respects as joint resolutions.

Senate Rule 30A. Tributes

(a) Tributes are non-legislative actions that do not require introduction or floor action.

(b) Tributes issued by the secretary of the Senate shall be of the following classes:

(1) Senate joint tributes or Senate tributes, which shall:

- (A) Offer congratulations for significant public achievements;
- (B) Recognize meritorious individual achievement;
- (C) Express appreciation for service to the state or the General Assembly;
- (C.5) Recognize individuals' service in the military;
- (D) Extend greetings to prominent visitors to the state;

(2) Senate joint memorial tributes or Senate memorial tributes, which shall express sentiment on the death of a person who has not served as a member of the General Assembly.