



International Association of
 Plumbing and Mechanical Officials
PROPOSED BYLAWS CHANGE

Do not write in this space

Number of section proposed to be changed or added

Name _____ IAPMO Membership Class _____

Representing _____ Date _____

Mailing Address _____

City/State/Zip _____ Phone _____

Important Notes: Failure to follow instructions may result in the proposal being found "improperly submitted."

THE FOLLOWING CHANGE OR ADDITION IS SUBMITTED:

REASON FOR CHANGE:

DESCRIBE SUPPORTING DOCUMENTATION SUBMITTED (if any):

Committee Action
 A AA R RC W I

Page Number

Item Number

INSTRUCTIONS

This form is to be used for proposing changes to the IAPMO Bylaws. All proposed changes must be received by midnight, March 1, in order to be considered at the conference of that year. Changes received after the cutoff date will be considered in the following year.

1. Fill in the blanks on the change form. If necessary, use additional 8-1/2" x 11" sheers (not legal size).
2. All submittals must be typed. IAPMO assumes no responsibility for unclear or illegible submittals.
3. Submittals sent by fax will not be accepted.
4. Proofread your submittal carefully. Your change may be ruled improperly submitted if you quote the current document inaccurately. Also, if you are proposing a new section or subsection, give it the proper numerical or alphabetical designation.
5. You must submit each change on a separate form in order to propose changes to more than one section. If you are proposing a new chapter or appendix, it should be submitted in its entirety, rather than each section separately. This form may be photocopied as needed.
6. If the proposed change conflicts with or changes other sections, submit separate changes for all sections so affected.
7. your proposed change must be based on the latest edition and must also reflect the actions of the most recent IAPMO conference.
8. Paperclip all additional pages to the form. Do not use staples as they interfere with photocopying.
9. You may attache up to five pages of supporting documentation. Note: If you have questions or need clarification call IAPMO staff at the number below.
10. Submit the section or subsection to be revised in its entirety. Do not leave out unchanged paragraphs. Strike through all wording to be deleted. Underscore all wording to be added.
11. Failure to follow any of these instructions may result in your change being ruled importantly submitted. Please contact IAPMO if you have questions about these instructions.

Submit changes to:
IAPMO
5001 E. Philadelphia St.
Ontario, CA 91761-2816
Phone: 909-472-4100