

**126TH LEGISLATURE GUIDELINES FOR
LEGISLATIVE SENTIMENTS AND IN MEMORIAM RESOLUTIONS**

(Effective 1/18/2013)

Joint Rule 213 provides that the President of the Senate and the Speaker of the House establish guidelines for legislative sentiments, which are significant expressions of the sense of the Legislature. These guidelines, which also apply to in memoriam resolutions, are important to control processing and printing costs of sentiments; and to ensure that sentiments are not trivialized so that their meaning and importance are lost. The Revisor's Office is charged with processing sentiments for significant individual, civic or organizational accomplishments or other important events.

Subject Matter Guidelines:

Sentiments are for:

1. IN MEMORIAM resolutions to express sympathy regarding the death of a prominent local or state figure.
2. Birthdays 75 years or more old on 5 year intervals. Birthdays over 100 years old may be recognized annually.
3. Championship sports awards, one per team.
4. Eagle Scout and Gold and Silver Girl Scout.
5. Civic or charitable awards or those bringing national recognition.
6. Chamber of Commerce awards.
7. Top 10 lists for high school honors and honor parts (e.g. Valedictorian, Salutatorian, etc.)
8. First and Second place pageants and athletic awards.
9. Retirements and honorable service, public (20 years), military (15 years)
10. Wedding anniversaries of 50 years or more.

Sentiments may not be for:

1. Births, engagements or weddings.
2. Memberships in honor societies or honor rolls.
3. High school, college, or graduate program graduations.
4. Acceptance into scholastic or professional programs.
5. Trade awards
6. Non-statewide business awards
7. Business awards, except for business anniversaries of 25 years or more at quarter century intervals.
8. Job anniversaries other than public service.
9. Wedding anniversaries less than 50 years.
10. Animal and inanimate objects.

2. Processing Guidelines:

1. Each expression of legislative sentiment must contain the residency of the recipient and must, at a minimum, be cosponsored by the Senator and Representative who represent the recipient unless the Senator or Representative affirmatively declines. The Revisor's Office will include the name of any such mandatory cosponsor and the sponsor may not direct the Revisor's Office to do otherwise.
2. A request is considered complete when all necessary information is filed in the Revisor's Office. Complete requests are processed on first-in, first-out basis.
3. Subsequent requesters are referred to original sponsors concerning co-sponsorship.
4. Requests may have up to 3 cosponsors and at least 1 cosponsor must be from the opposite chamber. A sentiment having more than 3 cosponsors requires prior approval from the President of the Senate and the Speaker of the House, except when an entire municipal or county delegation or the entire membership of a joint standing committee of the Legislature is requested or required.
5. Requests must be filed with the ROS at least 3 working days before needed, so that processing does not disrupt other legislative business.
6. Requests are to be submitted Monday through Friday, between 8 am and 5 pm, or when the Legislature is in session.
7. Requests may be made by mail, e-mail, fax or phone or in person.
8. Requests may not be pre-filed or reserved.
9. The presiding officers may jointly declare a moratorium on the processing of sentiments when other legislative business requires.
10. Drafts submitted by the sponsor or the sponsor's aide will be used with appropriate editing by the Office of the Revisor of Statutes.
11. Sponsors needing any exception to these guidelines must get approval from the Speaker of the House and the President of the Senate.