Resolution Template

This Resolution Template is easy to use. Simply:

1. Copy the template below.
2. Paste it into a new Word Document.
3. Now you can start drafting!
4. Once you are done drafting, save the resolution with the approrpiate resolution title.

**Resolution [gerund] (what the resolution resolves to do)**

**WHEREAS,** lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua;

**WHEREAS,** quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat;

**WHEREAS,** duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur;

**THEREFORE, BE IT RESOLVED** that Manhattan Community Board Six sed ut perspiciatis unde omnis iste natus error sit voluptatem accusantium doloremque laudantium, totam rem aperiam, eaque ipsa quae ab illo inventore veritatis et quasi architecto beatae vitae dicta sunt explicabo;

**BE IT FURTHER RESOLVED** neque porro quisquam est, qui dolorem ipsum quia dolor sit amet, consectetur, adipisci velit, sed quia non numquam eius modi tempora incidunt ut labore et dolore magnam aliquam quaerat voluptatem;

**BE IT FURTHER RESOLVED** ut enim ad minima veniam, quis nostrum exercitationem ullam corporis suscipit laboriosam.

**VOTE**: XX In favor XX Opposed XX Abstain XX Not entitled

Other points to remember:

· The official name of our board is Manhattan Community Board Six. Note that the word “six” must be written out. The name of our board may be abbreviated as CB6, with no space between “CB” and “6”. If you abbreviate CB6, make sure to revert back to writing it out in the Resolved clauses.

· When referring to the geographic area that CB6 represents, one should use: Manhattan Community District 6. Our district may be abbreviated as Manhattan CD6, or simply CD6 if our borough is clearly implied.

**Before submitting your resolution to the district office, please review it for clarity and grammatical correctness.**

Date revised: 3/19/2025