



# Federal Bar Association

## **Request for Waiver of Policy No. 9-3: Terms of Office for Section and Division Officers**

This form should be completed and submitted to the Sections and Divisions Council by a Section or Division that wants:

- (1) an officer to serve in the same office for more than one term as term is defined in the Bylaws of the Section or Division (no term shall be defined as exceeding three-years),
- (2) a former Chair of the Section or Division to return as a voting member of the Section's or Division's Board of Directors and that former Chair has not taken a five-year break in service since vacating the office of Chair, or
- (3) a former Chair of the Section or Division to serve as Chair or in any office (whether previously held or not), of that Section or Division.

This Request, before submission to the Council, should be approved by a majority vote of the Board of Directors of the Section or Division making such Request and signed by the Secretary or equivalent officer of the Section or Division, certifying the approval and vote of the Board. After presented by the Council, the National Board of Directors shall vote on the Request in a reasonable length of time following the submission of the Request. If the submitting Section or Division Board of Directors wants a response before the next quarterly meeting of the National Board of Directors, such need shall be explained in the text of the Request.

### **Justification for Request**

The Section or Division submitting this Request shall explain, on an attachment to this Request, the rationale supporting the Request in sufficient detail to afford the National Board a basis for voting on the Request. In the explanation, the Section or Division shall summarize (1) the efforts made to recruit new Section or Division leadership, (2) why a waiver is needed despite the efforts already made, (3) all efforts made to comply with Policy 9-3, (4) all past Requests for a waiver to any aspect of Policy 9-3 and the outcome of such Requests, (5) the hardship to the Section or Division that a denial of this Request shall cause, and (6) what steps shall be made to avoid making a similar request in the future. If the National Board of Directors finds information inadequate for an informed vote, the National Board may ask for additional support or return the Request. The explanation submitted and attached shall be set forth on a single sheet of 8.5" by 11" paper.



# Federal Bar Association

## Request for Waiver of Policy No. 9-3: Terms of Office for Section and Division Officers

Section or Division Submitting the Request: \_\_\_\_\_

Certification that the Board voted on and approved the Request for Waiver on \_\_\_\_\_.  
Insert Date

\_\_\_\_\_  
Signature of Secretary or Equivalent Officer

\_\_\_\_\_  
Insert Date

\_\_\_\_\_  
Print Name and Title

### Decision of the National Board of Directors

Having considered the Request for Waiver including the reasons set forth hereon, and having examined and considered the statement supporting the request, the Request is:

APPROVED: \_\_\_\_\_

DISAPPROVED: \_\_\_\_\_

OTHER: \_\_\_\_\_

Executive Director Federal Bar Association

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Insert Date

Attachment (Justification statement)