

# Commissioner Action Form

Trapper Trails Council BSA

Use this form to propose an action or request by filling it out as complete as possible and submitting it to the appropriate level of supervision to receive a response of approval or direction. Be as brief and specific as possible. Keep a copy of the proposal and response for your records.



Requestor \_\_\_\_\_ Date submitted \_\_\_\_\_

Position \_\_\_\_\_ Contact Phone \_\_\_\_\_

Describe the proposed action being requested:

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Reason for the action: \_\_\_\_\_

Those affected by the action: \_\_\_\_\_

Any cost of the action: \_\_\_\_\_

Date of proposed action: \_\_\_\_\_

(Attach any pertinent information that would help to understand the requested action)

Reviews and approvals:

\_\_\_\_\_  
Unit or Roundtable Commissioner      Date      Comments

\_\_\_\_\_  
Assistant District Commissioner      Date      Comments

\_\_\_\_\_  
District Commissioner      Date      Comments

\_\_\_\_\_  
Assistant Council Commissioner      Date      Comments

\_\_\_\_\_  
Council Commissioner/Key 3      Date      Comments