**Robert's Rules of Order Motions Cheat Sheet** - Based on *Robert's Rules of Order Newly Revised (10th Edition)*
**Part 1, Main Motions.** Listed in order of precedence. A motion can be introduced if it is higher in the table than the pending motion.

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| --- | --- | --- | --- | --- | --- | --- |
| **PURPOSE:** | **YOU SAY:** | **INTERRUPT?** | **2ND?** | **DEBATE?** | **AMEND?** | **VOTE?** |
| Close meeting | I move to adjourn | No | Yes | No | No | Majority |
| Take break | I move to recess for ... | No | Yes | No | Yes | Majority |
| Register complaint | I rise to a question of privilege | Yes | No | No | No | None |
| Make follow agenda | I call for the orders of the day | Yes | No | No | No | None |
| Lay aside temporarily | I move to lay the question on the table | No | Yes | No | No | Majority |
| Close debate | I move the previous question | No | Yes | No | No | 2/3 |
| Limit or extend debate | I move that debate be limited to ... | No | Yes | No | Yes | 2/3 |
| Postpone to a certain time | I move to postpone the motion to ... | No | Yes | Yes | Yes | Majority |
| Refer to committee | I move to refer the motion to ... | No | Yes | Yes | Yes | Majority |
| Modify wording of motion | I move to amend the motion by ... | No | Yes | Yes | Yes | Majority |
| Kill main motion | I move that the motion be postponed indefinitely | No | Yes | Yes | No | Majority |
| Bring business before assembly (a main motion) | I move that [or "to"] ... | No | Yes | Yes | Yes | Majority |

**Part 2, Incidental Motions.** No order of precedence. These motions arise incidentally and are decided immediately.

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| **PURPOSE:** | **YOU SAY:** | **INTERRUPT?** | **2ND?** | **DEBATE?** | **AMEND?** | **VOTE?** |
| Enforce rules | Point of Order | Yes | No | No | No | None |
| Submit matter to assembly | I appeal from the decision of the chair | Yes | Yes | Varies | No | Majority |
| Suspend rules | I move to suspend the rules | No | Yes | No | No | 2/3 |
| Avoid main motion altogether | I object to the consideration of the question | Yes | No | No | No | 2/3 |
| Divide motion | I move to divide the question | No | Yes | No | Yes | Majority |
| Demand a rising vote | I move for a rising vote | Yes | No | No | No | None |
| Parliamentary law question | Parliamentary inquiry | Yes | No | No | No | None |
| Request for information | Point of information | Yes | No | No | No | None |

**Part 3, Motions That Bring a Question Again Before the Assembly.**No order of precedence. Introduce only when nothing else is pending.

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| --- | --- | --- | --- | --- | --- | --- |
| **PURPOSE:** | **YOU SAY:** | **INTERRUPT?** | **2ND?** | **DEBATE?** | **AMEND?** | **VOTE?** |
| Take matter from table | I move to take from the table ... | No | Yes | No | No | Majority |
| Cancel previous action | I move to rescind ... | No | Yes | Yes | Yes | 2/3 or Majority with notice |
| Reconsider motion | I move to reconsider ... | No | Yes | Varies | No | Majority |