

1400.2550 RECOMMENDED CERTIFICATES.

NOTE: This part contains the format of a certificate and language that: certifies the accuracy of the rulemaking mailing list, certifies the mailing of a notice or proposed rule, certifies the mailing of the statement of need and reasonableness to the Legislative Reference Library, certifies the mailing of a notice of submission of a rule adopted without a public hearing to the office, and certifies the mailing of the notice and the statement to legislators. When making certificates using this part, use only the language that applies. If two or more people performed the various actions, create a separate certificate for each person that includes only the actions done by each individual.

Proposed Rule Governing _____, Minnesota Rules _____ (citation to rule).

(Certificate of accuracy of the mailing list) I certify that the list of persons and associations who have requested under Minnesota Statutes, section 14.14, subdivision 1a, that their names be placed on the department of _____ rulemaking mailing list is accurate, complete, and current as of _____, ____.

(Certificate of mailing notice to rulemaking mailing list) I certify that on _____, _____, at least 33 days before the end of the comment period, at the City of _____, County of _____, State of Minnesota, I mailed the _____ (state what was mailed, for example: (1) Notice of Intent to Adopt Rules, Dual Notice, or Notice for Hearing, and (2) the proposed rule) by depositing a copy thereof in [the state of Minnesota's central mail system for] United States mail, with postage prepaid, to all persons and associations on the rulemaking mailing list established by Minnesota Statutes, section 14.14, subdivision 1a.

(Certificate of giving additional notice) I certify that on _____, _____, the following additional notice was given by the agency:

(Certificate of mailing the statement of need and reasonableness to the Legislative Reference Library - change the title on the upper right of document) I certify that on _____, _____, when the statement of need and reasonableness became available to the public, I mailed a copy of the statement to the Legislative Reference Library by depositing it in [the state of Minnesota's central mail system for] United States mail, with postage prepaid.

(Certificate of mailing notice of submission of rule adopted without a public hearing to the Office of Administrative Hearings - change the title on the upper right document) I certify that on _____, _____, when the adopted rule was submitted to the Office of Administrative Hearings, I mailed the notice of submission of the rule to the office by depositing it in [the state of Minnesota's central mail system for] United States mail, with postage prepaid, to all persons and groups who requested this notice.

(Certificate of mailing the notice and the statement of need and reasonableness to legislators) (An agency may submit a copy of the transmittal letter instead of this certificate.) I certify that on _____, _____, when the department mailed Notice of Intent to Adopt Rules under Minnesota Statutes, section 14.14 or 14.22, I mailed a copy of the Notice and the Statement of Need and Reasonableness to certain legislators by depositing it in [the state of Minnesota's central mail system for] United States mail, with postage prepaid. The mailing was done to comply with Minnesota Statutes, section 14.116. (List the legislators contacted, or attach copy of cover letter sent to legislators.)

Name

Title

Statutory Authority: *MS s 14.386; 14.388; 14.51; 15.474*

History: *20 SR 2058; L 1998 c 254 art 1 s 107; 26 SR 391*

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