

8290.0300 CERTIFICATION OF PROGRAM PARTICIPANT.

Subpart 1. **Certification.** An eligible person or a minor child residing at the residential address for whom a properly completed application or renewal is filed shall be certified by the secretary of state as a program participant.

Subp. 2. **Duration.** A program participant is certified for four years following the date the application or renewal is certified unless the certification is canceled or withdrawn before that date.

Subp. 3. **Duties of secretary of state and program participant.** Upon certification, the secretary of state shall, within three business days, issue and mail a Safe at Home card to the program participant's mailing address with instructions on how to use the Safe at Home card. Upon receipt, the program participant must immediately sign the Safe at Home card. A program participant under the age of 11 may have the card signed by the adult responsible for the participant.

Subp. 4. **Communication; verification of identity.** Except when discussing a participant's name and designated address, the secretary of state must verify the identity of the applicant or program participant before discussing any data related to certification or otherwise related to the applicant or program participant.

Subp. 5. **Notification to other parties.**

A. If an application submitted to the secretary of state discloses that the eligible person is the subject of a pending or ongoing offense or criminal legal action, the applicant or eligible person must complete and submit with the application the form letter referenced in part 8290.0200, subpart 5.

B. If the secretary of state determines through other means that the eligible person is the subject of a pending or ongoing offense or criminal legal action, the secretary of state must notify the applicant or eligible person and direct the applicant or eligible person to complete and submit the form letter referenced in part 8290.0200, subpart 5. The applicant or eligible person must submit the form letter within ten days after receiving notification under this item.

C. After receiving the form letter under item A or B, the secretary of state must mail the letter to the appropriate prosecuting authority, probation authority, and adjudicative authority. If compliance with this subpart is necessary and the letters have not been submitted to the secretary of state, the secretary of state shall certify the program participant, and provide the program participant with new form letters and instructions on how they must be used. Failure by the applicant to provide these letters to the secretary of state shall lead to cancellation pursuant to part 8290.0900.

Subp. 6. **Lost or stolen card.** A program participant shall contact the secretary of state whenever a Safe at Home card is lost or stolen. The secretary of state shall issue a replacement Safe at Home card to the program participant if their program participation status is active.

Statutory Authority: *MS s 5B.08*

History: *34 SR 819; 39 SR 1378; 50 SR 271*

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