[Dates, names, and other information should be changed to reflect your agency’s submission. Replace “Agency” with “Department/Board/Bureau/Commission” as applicable.]

# Notice of Submission of [Rules Proposed for Adoption Without a Public Hearing] [Repeal of Obsolete Rules] to the Office of Administrative Hearings

**Minnesota [Agency Name]**

**[Amendment to] [Repeal of] [Obsolete] Rules Relating to [Topic]; Minnesota Rules, [citation]; Revisor’s ID Number [number]; OAH Docket No. [number]**

**Date:** [date] [Make sure this date is the same as the date in the first paragraph, below.]  
**To:** All Interested Persons

As you requested under Minnesota Statutes, section 14.26, subdivision 1, please note that the [Department/Agency/Board] will submit the above-named proposed rules to the Office of Administrative Hearings on the date of this notice, [Month] [Date], [Year].

The [Department/Agency/Board] will also submit the proposed rules and Notice of Intent to [Adopt] [Repeal] as published in the *State Register*, the rules as proposed for [adoption] [repeal], any written comments received by the [Department/Agency/Board], [the Statement of Need and Reasonableness for the rules], and other required documents to the Office of Administrative Hearings.

[If the proposed rule has been modified:] The proposed rules that were published in the *State Register* on [Month] [Date], [Year], have been modified. A free copy of the rules as modified is available upon request from the [Department/Agency/Board] by contacting [Name] at [Address] and [Phone]. [OR] A copy of the rules as modified is enclosed with this Notice.

[Name]

[Title]