**Minnesota Department of [Name]**

**NOTICE OF WITHDRAWAL OF HEARING REQUESTS**

**Proposed [Amendment to] [Repeal of] Rules Governing [Topic], Minnesota Rules, [citation]; Revisor’s ID Number [number], OAH docket number [number]**

**To persons who requested a hearing.** In accordance with Minnesota Statutes, section 14.25, subdivision 2, the Department is sending this Notice to all persons who requested a hearing.

- [Section 14.25, subdivision 2, requires that this Notice be given to all persons who requested a hearing, IF: (1) there were withdrawals of hearing requests, (2) the withdrawals reduced the number of hearing requests below 25, and (3) the Department has taken any actions to obtain the withdrawals.]

**There will be no hearing.** In the [month] [date], [year], State Register, on pages [page] to [page], the Department of [Name] published a Notice of Intent to Adopt Rules relating to [topic]. The Notice stated that a hearing would be held on the proposed rules if 25 or more persons submitted written requests for a hearing UNLESS a sufficient number withdrew their requests in writing. In response to the Notice, the Department received [#] hearing requests, however, [#] hearing requests were subsequently withdrawn. Consequently, there will be no hearing because there are fewer than 25 outstanding hearing requests. The Department will adopt the rules without a hearing and then submit the rules and other required documents to the Chief Administrative Law Judge for review by the Office of Administrative Hearings. The Department will consider all written comments when it adopts the rules.

**Withdrawal of hearing requests.** The hearing requests were withdrawn because [explain why].

- [Section 14.25, subdivision 2, requires that this Notice explain why the requests were withdrawn, including a description of any actions the Department has taken or will take that affected or may have affected the decision to withdraw the hearing requests. If there are several withdrawals for the same reason, you might want to explain this only once.]

**Comments relating to the withdrawals.** If you have comments or questions relating to the withdrawals, please contact [name] at the Department of [Name], [address, phone, fax, and email (fax # and email address are optional)] *within five working days*. This Notice and all written comments that the Department receives become part of the rulemaking record, which an Administrative Law Judge will review.

- [Section 14.25, subdivision 2, requires that this Notice invite persons to submit written comments relating to the withdrawals. The Notice and any written comments become part of the rulemaking record reviewed by the ALJ to determine whether the withdrawals are consistent with Minnesota Statutes, section 14.001, clauses (2), (4), and (5).]

Date [Name]

 [Title]

- [This may be signed by the Commissioner, the Division Director, or the Rule Writer.]