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

[Agency Logo]

**VIA EFILING**  
[Date]

The Honorable Judge [Name]  
Administrative Law Judge  
Office of Administrative Hearings

**In the Matter of the Proposed Repeal of Obsolete Rules Relating to [Topic]; Request for Review and Approval of Notice Plan; Revisor’s ID Number [number]; [OAH Docket No. [Number]]**

Dear Judge [Name]:

The Minnesota [agency name]requests that you review and approve our Notice Plan for giving notice of the repeal of obsolete rules under Minnesota Statutes, section 14.3895, subdivision 2.

Enclosed are the following:

1. The proposed obsolete rules to be repealed, certified by the revisor.
2. Our proposed Notice of Intent to Repeal Rules.
3. Our Obsolete Rules Report dated [date] that identified the rules as obsolete, unnecessary, or duplicative.
4. Our explanation of why we believe that the Notice Plan complies with Minnesota Statutes, section 14.3895, subdivision 2.

We believe that our Additional Notice Plan complies with the statute because [give reasons].

If you have any questions or concerns, please contact me at [email/phone number].

Sincerely,

[Name]  
[Title]