*Negotiated Rulemaking Notice of Intent - No Scheduled Meetings*

IDAPAXX – OFFICIAL AGENCY NAME  
  
XX.XX.XX - RULES GOVERNING…   
  
DOCKET NO. XX-XXXX-XXXX *(OARC will assign)*

NOTICE OF INTENT TO PROMULGATE RULES - NEGOTIATED RULEMAKING

**AUTHORITY:** In compliance with Section 67-5220, Idaho Code, notice is hereby given that this agency intends to promulgate rules and desires public comment and input prior to initiating formal rulemaking procedures. This negotiated rulemaking action is authorized pursuant to Section(s) (*include the agency’s specific statutory authority for rulemaking)*, Idaho Code, and *(include any citation to a federal statute or regulation if that is the basis of authority or requirement for the rulemaking)*.

**METHOD OF PARTICIPATION:** Interested persons wishing to participate in the negotiated rulemaking must respond to this notice by contacting the undersigned either in writing, by email, or by calling the phone number listed below. To participate, responses must be received by (*add deadline date*).

Should a reasonable number of persons respond to this notice, negotiated meetings will be scheduled and all scheduled meetings shall be posted and made accessible on the agency website at the address listed below.

Failure of interested persons to respond to this notice of intent or the lack of a sufficient number of responses to this notice of intent may result in the discontinuation of further informal proceedings. In either event, the agency shall have sole discretion in determining the feasibility of scheduling and conducting informal negotiated rulemaking and may proceed directly to formal rulemaking if proceeding with negotiated rulemaking is deemed unfeasible.

Upon the conclusion of the negotiated rulemaking, any unresolved issues, all key issues considered, and conclusions reached during the negotiated rulemaking will be addressed in a written summary. The summary will be made available to interested persons who contact the agency or, if the agency chooses, the summary may be posted on the agency website.

**DESCRIPTIVE SUMMARY:** The following is a statement in nontechnical language of the substance and purpose of the intended negotiated rulemaking and the principal issues involved:

***(Include a descriptive summary of the subject matter and the purpose  
of the rule to be addressed in the proposed rulemaking)***

**ASSISTANCE ON TECHNICAL QUESTIONS, MEETING ACCOMMODATIONS, SUBMISSION OF WRITTEN COMMENTS, OBTAINING DRAFT COPIES:** For assistance on technical questions concerning this negotiated rulemaking, requests for special meeting accommodations or accessibility, or to obtain a preliminary draft copy of the rule text *(if available)*, contact (*include the appropriate name and phone number)*. Materials pertaining to the negotiated rulemaking, including any available preliminary rule drafts, can be found on the (*agency, board, or commission)* website at the following web address: *(List agency’s website address here.)*

DATED

*Name, Title / Agency, Division / Physical Address / Mailing Address / City, State & Zip / phone, fax / email, website*