*Example: Notice of Proposed Rulemaking With No Public Hearings*

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

AUTHORITY: In compliance with Section 67-5221(1), Idaho Code, notice is hereby given that this agency has initiated proposed rulemaking procedures. The action is authorized pursuant to Section(s) (*include the agency’s specific statutory authority for rulemaking)*, Idaho Code, and (*include any specific section(s) of the Idaho Code or the federal statute or regulation if that is the basis of authority or requirement for the rulemaking)*.

**PUBLIC HEARING SCHEDULE:** Public hearing(s) concerning this rulemaking will be scheduled if requested in writing by twenty-five (25) persons, a political subdivision, or an agency, not later than *(include a date that is at least 14 days after publication of the Bulletin)*.

The hearing site(s) will be accessible to persons with disabilities. Requests for accommodation must be made not later than five (5) days prior to the hearing, to the agency address below.

**DESCRIPTIVE SUMMARY:** The following is a nontechnical explanation of the substance and purpose of the proposed rulemaking: ***(Include a descriptive summary of the proposed changes)***

**FEE SUMMARY:** The following is a specific description of the fee or charge imposed or increased:

***(If a fee is being imposed or increased by this rulemaking, include a descriptive summary***

***of the fee involved and cite the specific statute authorizing the fee.)***

**FISCAL IMPACT:** The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars ($10,000) during the fiscal year resulting from this rulemaking:

(***If a negative fiscal impact greater than $10,000 will occur as a result of the changes***

***being made, include a descriptive summary of the fiscal impact involved.)***

**NEGOTIATED RULEMAKING:** Pursuant to Section 67-5220(1), Idaho Code, negotiated rulemaking was conducted. The Notice of Intent to Promulgate Rules - Negotiated Rulemaking was published in the *(Bulletin publication date)* Idaho Administrative Bulletin, (*include the volume number and page numbers)*. ***OR*** Pursuant to Section 67-5220(2), Idaho Code, negotiated rulemaking was not conducted because (*include an explanation as to why it was not feasible to conduct negotiated rulemaking).*

**INCORPORATION BY REFERENCE:** Pursuant to Section 67-5229(2)(a), Idaho Code, the following is a brief synopsis of why the materials cited are being incorporated by reference into this rule:

***(If applicable, include a brief summary of why it is necessary to incorporate by reference these materials.)***

**ASSISTANCE ON TECHNICAL QUESTIONS, SUBMISSION OF WRITTEN COMMENTS:** For assistance on technical questions concerning the proposed rule, contact (*include the appropriate name and phone number).*

Anyone may submit written comments regarding this proposed rulemaking. All written comments must be directed to the undersigned and must be delivered on or before *(this date must be at least 21 days after the publication date of the Administrative Bulletin)*.

DATED this (*include the date the document is signed*).

*Name, Title, Agency Physical Address, Mailing Address, Agency/Division, City, State and Zip, Phone, fax*