**Notice of Preliminary Public Hearing and Comment Period on Statement of Scope**

The [*Name of Agency*] announces that it will hold a public hearing on Statement of Scope [SS###-##] (*insert SS number if statement was published in a previous Register or leave blank and request that LRB insert the number when assigned*), a statement of scope indicating the [*agency’s*] intent to engage in rulemaking to [create/revise/repeal] [*Administrative Code citation of rules to be affected stated in the statement of scope*], Wis. Adm. Code, relating to [*subject matter of the intended rule making stated in the statement of scope*]. In accordance with s. 227.136, Stats., the [*Name of Agency*] will hold a public a public hearing and receive public comments regarding the proposed rulemaking as described in [SS###-##], as follows, at the time and place shown below.

**Hearing Information**

Date:

Time:

Location:

**Accessibility** (*not required by statute*)

(Examples:

1. Hearing impaired persons may request an interpreter for this hearing. Please make reservations for a hearing interpreter by (*Date*), by writing to \_\_\_\_\_\_\_\_\_, (*Mailing Address, Telephone* (608) \_\_\_\_\_\_\_\_\_. Alternatively, you may contact (*the Agency Name or a named person*) TDD at (608) \_\_\_\_\_\_\_\_\_.
2. Pursuant to the Americans with Disabilities Act, reasonable accommodations, including the provision of information material in an alternative format, will be provided for qualified individuals with disabilities upon request. Please call \_\_\_\_\_\_\_\_\_\_ (*a named person*) at (608) \_\_\_\_\_\_\_\_\_ with specific information on your request at least 10 days before the date of the scheduled hearing.
3. Access for individuals with disabilities is available at the hearing location.)

**Appearances at the Hearing and Submittal of Written Comments**

(*Here insert the information regarding appearances at or participation in the hearing, along with information on how to comment on the statement of scope, including a deadline for submitting comments*.)

The statement of scope may be reviewed and comments made at https://docs.legis.wisconsin.gov/code/scope\_statements/comment [and *the agency website*] no later than \_\_\_\_\_\_\_\_\_\_\_\_\_.

Approved: \_\_\_\_\_(insert date).

/s/ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[(*individual with policy-making powers for the agency*) or (*authorized signer for body with policy-making powers for the agency*)]