

272D.4 Conference.

1. The person may schedule a conference with the unit following mailing of the notice pursuant to [section 272D.3](#), or at any time after service of notice of suspension, revocation, denial of issuance, or nonrenewal of a license from a licensing authority, to challenge the unit's actions under [this chapter](#).

2. The request for a conference shall be made to the unit in writing and, if requested after mailing of the notice pursuant to [section 272D.3](#), shall be received by the unit within twenty days following mailing of the notice.

3. The unit shall notify the person of the date, time, and location of the conference by regular mail, with the date of the conference to be no earlier than ten days following issuance of notice of the conference by the unit. If the person fails to appear at the conference, the unit shall issue a certificate of noncompliance.

4. Following the conference, the unit shall issue a certificate of noncompliance unless any of the following applies:

- a. The unit finds a mistake in the identity of the person.
- b. The unit finds a mistake in determining the amount of the liability.
- c. The unit determines the amount of the liability is not greater than one thousand dollars.
- d. The obligor enters into an acceptable payment plan.
- e. Issuance of a certificate of noncompliance is not appropriate under other criteria established in accordance with rules adopted by the department of revenue pursuant to [chapter 17A](#).

5. The unit shall grant the person a stay of the issuance of a certificate of noncompliance upon receiving a timely written request for a conference, and if a certificate of noncompliance has previously been issued, shall issue a withdrawal of a certificate of noncompliance if the obligor enters into a written agreement with the unit to pay the liability.

6. If the person does not timely request a conference or does not pay the total amount of liability owed within twenty days of mailing of the notice pursuant to [section 272D.3](#), the unit shall issue a certificate of noncompliance.

[2008 Acts, ch 1172, §10](#)

Referred to in [§272D.6](#)