

**191—2.1(17A) Petition for declaratory order.**

**2.1(1)** Any person or agency may file a petition with the insurance division for a declaratory order as to the applicability to specified circumstances of a statute, rule or order within the primary jurisdiction of the division, at the address disclosed in rule 191—1.2(502,505). A petition is deemed filed when it is received. The division shall provide petitioner with a file-stamped copy of the petition if petitioner provides the agency an extra copy for this purpose. The petition must be typewritten or legibly handwritten in ink and must substantially conform to the following form:

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BEFORE THE INSURANCE DIVISION OF THE STATE OF IOWA

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Petition by (Name of Petitioner) for a Declaratory Order on (Cite provisions of law involved).		PETITION FOR DECLARATORY ORDER
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**2.1(2)** The petition shall provide the following information:

- a.* A clear and concise statement of all relevant facts upon which the order is requested.
- b.* A citation and the relevant language of the specific statutes, rules, policies, decisions, or orders, whose applicability or interpretation is questioned, and any other relevant law.
- c.* The questions petitioner wants answered, stated clearly and concisely.
- d.* The answers to the questions desired by petitioner and a summary of the reasons urged by petitioner in support of those answers.
- e.* The reasons for requesting the declaratory order and disclosure of petitioner’s interest in the outcome.
- f.* A statement indicating whether petitioner is currently a party to another proceeding involving the questions at issue and whether, to petitioner’s knowledge, those questions have been decided by, are pending determination by, or are under investigation by, any governmental entity.
- g.* Any request by petitioner for a meeting provided for by rule 2.7(17A).

The petition must be dated and signed by petitioner or petitioner’s representative. It must also include the name, mailing address, and telephone number of petitioner and petitioner’s representative, and a statement indicating the person to whom communications concerning the petition should be directed.