



## Ohio Administrative Code

### Rule 102-3-05 Advisory processes; RC section 102.04(D) statements.

Effective: February 11, 2017

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(A) The commission will review all statements filed with the commission pursuant to the requirement in division (D) of section 102.04 of the Revised Code. If a statement is incomplete, or appears to be incorrect in any way, the commission will return a copy of the statement for completion or correction by the person who filed it.

(B) A statement is considered filed with the commission for purposes of division (D) of section 102.04 of the Revised Code when a signed statement is received by the commission that contains all of the requirements of that section.

(C) The commission will send an acknowledgment of receipt to every person who files a statement reflecting the information required in division (D) of section 102.04 of the Revised Code. The acknowledgment will remind the filer to send a copy of the statement to the agency the filer serves and to the agency to which the filer is providing goods or services or before which the filer is providing services for compensation.

(D) The commission will maintain a record of all statements filed with it pursuant to division (D) of section 102.04 of the Revised Code.

(E) Consistent with its retention schedule, the commission will retain all statements filed pursuant to division (D) of section 102.04 of the Revised Code.

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