

# Design Standards Letter

**Letter Number: G-1965-22**

**Letter Date: 05/28/1965**

**Effective Date: 05/28/1965**

**Section/Plan No.: None**

**Subject: Revised Procedure for Submittal of Newspaper Affidavit of Publication**

## Body

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ALL DIVISION, DISTRICT AND URBAN ENGINEERS AND CHIEF COUNSEL:

According to the new accounting procedure manual, all invoices and newspaper affidavits of publication pertaining to legal notices of public hearings or tentative locations on various projects will now be sent directly from your office to the Division of Accounting for payment.

Inasmuch as we will need one copy of the affidavit of publication for our files and one copy for the Bureau of Public Roads, it is requested that two copies of this original document be made in your office and forwarded to this office before same is sent to the Division of Accounting.

In your letter of transmittal, you can also advise us as to whether or not you have had a request for a public hearing, or no request has been received within the allotted time specified.

Your cooperation in this regard will be greatly appreciated.

L. V. McLaughlin  
Engineer of Surveys and Plans