



***COMMONWEALTH of VIRGINIA***  
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MEMORANDUM

To: Mark D. Kinser, Chair  
Board for Contractors  
Department of Professional and Occupational Regulation

From: Ellen E. Coates  
Assistant Attorney General

Date: September 12, 2003

Subject: Letter of Assurance for Public Participation Guidelines

I have reviewed the Board for Contractors' Public Participation Guidelines that were posted on Town Hall on September 2, 2003. In my view as counsel to the Board, the Board may promulgate these Public Participation Guidelines pursuant to §§ 54.1-201(5) and 2.2-4007(D) of the Code of Virginia.