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**Penalties and the Waiver of Penalties for Failure to Comply
With Certain State Reporting Requirements**

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Penalties and the Waiver of Penalties for Failure to Comply With Certain State Reporting Requirements

Sec. 10-261b-1. Penalty forfeit

In the event the Secretary of the Office of Policy and Management determines that a municipality is required to forfeit the amount specified as a penalty for failure to comply with the provisions of Section 10-261b of the General Statutes, he shall cause to be sent to the chief executive officer a notification of the penalty amount due and a request for its prompt payment. The forfeit shall be required to be in the form of a bank check, certified check or money order made payable to the Treasurer of the State of Connecticut and forwarded to the Secretary of the Office of Policy and Management.

(Effective April 28, 1989; amended March 30, 1999)

Sec. 10-261b-2. Penalty waiver procedures

(a) The penalty pursuant to Section 10-261b of the General Statutes, may be waived by the Secretary of the Office of Policy and Management provided he receives a written application for waiver within thirty business days of the filing date of the report for which the penalty waiver is sought. Such application, which shall set forth the reason for the waiver request, shall be signed by the officials responsible for filing the required data and co-signed by the chief executive officer of the municipality. It must be established to the Secretary's satisfaction that the failure to file in a timely manner and in the form required, was due to reasonable cause and was not intentional or due to neglect. Examples of reasonable cause shall include, but not be limited to, the following:

(1) An Act of God;

(2) A vacancy in the position of the official responsible for filing the required data. Such vacancy, which may be due to death, serious illness or resignation, must have occurred within sixty days of the filing date;

(3) Failure regarding delivery of the required data, provided it is established to the Secretary's satisfaction that a reasonable attempt to make timely delivery has been made;

(4) Administrative or technical problems encountered with regard to the filing of such data, including but not limited to:

(A) Adoption of a computer system, or conversion to an alternate computer system, wherein serious problems concerning retrieval of the data to be submitted were not resolved prior to the filing date. It must be established to the Secretary's satisfaction that attempts to resolve such problems were undertaken within a reasonable period of time prior to such date;

(B) Failure on the part of the municipality to receive from the Secretary at least thirty days prior to the filing date, the form(s) necessary for submitting the required data.

(b) The Secretary shall promptly consider any such written application for penalty waiver and shall notify the applicants of his decision to grant or deny such waiver within fifteen business days.

(Effective April 28, 1989; amended March 30, 1999)