**Section 515.50 Form of Certification and Application**

All communications relating to the certification and Application procedures defined in Section 515.60 shall be sent to the RTDO Program Manager, Department of Commerce and Community Affairs, Bureau of Tourism, 620 East Adams Street, Springfield, IL 62701. The certification and Application shall:

a) Be typed or computer generated using the current approved format provided by the Department to Applicants upon request;

b) Contain on original and three copies; and

c) Include supporting documents and attachments under a single cover.