**Section 1232.190 Form of Documents**

All documents filed with ISP must meet the following requirements:

a) Documents shall clearly show the file Hearing Number and the title of the proceedings in connection with which they are filed.

b) Except as otherwise provided, 2 copies of all documents, including notices, motions, and petitions, shall be filed with ISP.

c) Except as otherwise provided, documents shall be typewritten or reproduced from typewritten copy on letter or legal size white paper.

d) One copy of each document filed shall be signed by the certified licensee or by his or her authorized representative or attorney.