**Section 100.50 Motions**

a) Scope of Motions

Motions in the course of any adjudicatory proceeding may be presented to add necessary parties or to dismiss improper parties; or to request the dismissal of the proceedings for want of jurisdiction or want of prosecution, the quashing of a subpoena, the postponement of an effective date of an order, the extension of time for compliance with an order, or for such other relief as may be appropriate.

b) Motions in Writing, Service of Copies

All motions shall be made in writing and shall set forth the relief or order sought and shall be filed with the Department for transmittal to the Board at the earliest convenient time. Motions based on matter which does not appear of record shall be supported by affidavit.