**Section 3000.1120 Appearances**

a) A licensee may be represented by an attorney who is licensed in Illinois. All attorneys who appear in a representative capacity on behalf of a licensee must file written notice of appearance setting forth:

1) The name, address and telephone number of the attorney(s);

2) The name and address of the licensee represented; and

3) An affirmative statement indicating that the attorney is licensed in Illinois.

b) Only individual attorneys may file appearances. Any attorney who has not filed an appearance may not address the hearing officer or sign pleadings.

c) An attorney may only withdraw his appearance upon written notice to the hearing officer.

d) A licensee may appear on his own behalf.

e) A partnership may be represented by a partner.

(Source: Amended at 21 Ill. Reg. 4642, effective April 1, 1997)