**Section 210.130 Office and Office Hours**

Every licensee shall maintain a place of business to which the general public shall have free access and where all obligations entered into shall be payable.

a) Except as provided in subsection (c), or otherwise authorized by the Division, each licensed office shall be open not less than three consecutive hours between 8:00 A.M. and 6:00 P.M. on every business day, except Saturdays, Sundays and legal holidays, during the term of the license, and the licensee shall file with the Division a schedule of the hours during which it elects to keep the office open, provided that any licensee may keep its office open for any period it sees fit in addition to the hours listed in the schedule.

b) Whenever a licensee desires to change its schedule of office hours on file with the Division, it may do so upon filing with the Division a schedule setting forth the change of time at least three days before the change shall go into effect. The schedule of hours shall be prominently displayed in the place of business of the licensee.

c) If any payment shall be due on any obligations to a licensee on any closed day, then the payment shall be considered, for all purposes, as having been received on the closed day, if the payment is received, whether through the mail or otherwise, at any time before the close of business on the next regular business day following the closed day.

d) The license of each licensee and the annual license fee renewal certificate shall be prominently displayed and be made available for easy reading by the public in the place of business of the licensee.