**Section 109.130 Administrative Civil Fines**

a) The Office may assess an administrative civil fine against any licensee who violates the Act or this Part.

b) Issuance of Administrative Civil Fine

1) The Office may issue an administrative civil fine and serve the administrative civil fine on the licensee. *The* administrative civil fine *shall be deemed to have been properly served upon the licensee when a copy of the administrative civil fine has been sent by registered or certified mail to the licensee's last known address as furnished to the Office or by any other method authorized by law*. [225 ILCS 317/65(a)] Each administrative civil fine shall be in writing and shall specifically describe the nature of the violation and its location and shall include a reference to the particular provision of the law, rule or standard alleged to have been violated. The notice of violation shall also state the amount of the administrative civil fine and the process for appeal.

2) Administrative civil fines issued under this Section shall not limit the authority of the Office under other sections of law to issue orders, revoke licenses, stop work on service of fire sprinkler systems, or take any other appropriate enforcement action.

c) In assessing the administrative civil fine, the Office shall consider the seriousness of the violation, whether the violation was corrected after notification to the fire sprinkler contractor or fire sprinkler inspector, and whether the licensee has been fined for the same or similar violations in the past. The administrative civil fines levied under this Section shall not exceed $1,000 per violation.

(Source: Amended at 47 Ill. Reg. 19159, effective December 6, 2023)