**Section 123.120 Requirement of an Answer**

a) In all contested cases initiated by the Office, the registrant shall file an Answer within ten days after the date on which the Complaint was served. The Answer shall be in writing, signed by the registrant or his representative, and shall contain a specific response to each allegation in the Complaint. The response shall either admit or deny the allegation, or shall state that the registrant has insufficient information to admit or deny the allegation.

b) Any Answer which states that the registrant has insufficient information to admit or deny the allegation shall be accompanied by an affidavit attesting to the truth of this assertion.

c) On motion by the Office, the hearing officer will cause to be issued a Notice to Plead. The Respondent will be held in default, if within 15 days after issuance of such Notice, the Respondent does not answer or otherwise file a responsive Pleading.