**Section 1130.1090 Form of Papers**

a) All papers filed in any proceeding, except exhibits, shall be typewritten or printed. If typewritten, the impression shall be on one side of the paper; long quotations shall be single spaced and indented. Mimeographed, multigraphed, hectographed and photocopied papers, and the like, will be accepted as typewritten.

b) All papers, except exhibits, shall be cut or folded so as not to exceed a width of 8½" and a length of 14" and shall have inside margins not less than one inch wide. Whenever practical, all exhibits of a documentary character shall conform to these requirements.

c) All pleadings, written motions, or notices filed in the administrative proceeding shall be signed in ink by the party filing the paper or by an officer or agent or an attorney representing the officer or agent.

d) Pleadings, written motions, notices, and applications shall contain the address of the party filing the paper or, if represented by an attorney, the name and business address of such attorney.

(Source: Amended at 37 Ill. Reg. 6227, effective June 1, 2013)