**Section 100.300 Headings**

a) All rules submitted to the Index Department for publication in the Illinois Register must have the Register page header and the type of action statement on each page pursuant to Section 100.220(a)(2) and (c) and the Appendices. (For a definition of "Page Header" see Section 100.110.)

b) Rules submitted to the Index Department for filing as adopted must have the Code page header and agency name on each page pursuant to Section 100.500 and 100.Appendix B, Illustration D and the agency name below the page header on the first page of the text.

c) Headings for a Part's table of contents

1) Beginning at least 2" from the top of the page (to allow for the Register page header, the agency name and the action statement for Register publication or the Code page header and agency name for file copies) and centered on the page shall be the following headings:

A) The word CHAPTER and its label followed by a colon and the heading from Section 100.140;

B) The word GENERAL ACT and its label followed by a colon and the General Act number from ILCS and the heading.

2) Each of the applicable headings listed above shall be all in capital letters and shall appear, in order, on successive single-spaced lines. These headings as well as the Part number and its heading shall appear on the first page only of both publication and file copies.

3) One double-space below the General Act shall appear the word PART (all in capital letters) and its appropriate number, centered on the page.

4) On the next line beneath the Part number shall be the heading for the Part, all in capital letters, centered on the page.

(Source: Amended at 22 Ill. Reg. 11532, effective July 1, 1998)