**Section 1900.820 Appearances**

a) All petitioners may be represented by an attorney who is licensed to practice in Illinois. All attorneys who appear in a representative capacity on behalf of a petitioner must file a written appearance setting forth:

1) The name, address, telephone number, and e-mail address of the attorney;

2) The name and address of the petitioner the attorney represents; and

3) An affirmative statement that the attorney is licensed to practice in Illinois.

b) Only individual attorneys may file appearances. Any petitioner's attorney who has not filed an appearance may not address the Administrative Law Judge or sign pleadings.

c) An attorney may only withdraw his or her appearance upon written notice to the Administrative Law Judge, the petitioner, and the Board.

d) An individual or sole proprietorship may appear on his or her own behalf.

e) A partner may appear on behalf of a partnership.

f) Any other business entity must be represented by an attorney.