**Section 110.235 Relocation**

a) Whenever a licensee desires to change the licensed place of business to a location other than that set forth in the license and the proposed site is 15 miles or less from the current location, the licensee shall provide the Director with the following at least ten days prior to the relocation in the format prescribed by the Director:

1) A written notice providing the complete address of the new location;

2) Photographs of both the exterior and interior of the new location;

3) A written sworn statement that the new location will not share the premises with that of another business and the exact distance in miles between the existing location and new location; and

4) A relocation fee of $500.

b) A relocation in excess of 15 miles requires the prior approval of the Director in addition to the information required in subsection (a).

(Source: Amended at 47 Ill. Reg. 9271, effective June 20, 2023)