**Section 370.50 Forms**

a) Forms and instructions for submitting applications and notices may be obtained from the Department's website or by contacting the Division's Corporate Activities Section. Information that is required by another regulatory authority that is also needed as part of a Division application or notice may be provided to the Division by appending a copy of the information to the Division application or notice. Use of the Division's form is optional; however, the material submitted to the Division must contain all information requested in the Division's forms. In addition, if the applicable Division application or notice requires the filing of an Authorization for Release of Personal Information for necessary background checks or a certification page, the applicant must sign and submit the Authorization for Release of Personal Information and the certification page of the application or notice, even if the Division form itself is not being used.

b) If no form is prescribed, the application or notice should be in writing, be signed by the applicant or a duly authorized agent, and contain a concise statement of the action requested.

(Source: Amended at 42 Ill. Reg. 4558, effective March 9, 2018)