**Section 1000.1540 Form of Documents**

a) All documents shall clearly show the title of the proceedings in connection with which they are filed.

b) Except as otherwise provided, 3 copies of all documents including notices, motions and petitions, shall be filed with the Division.

c) All documents shall be typewritten or reproduced from typewritten copy on letter or legal size white paper.

d) One copy of each document filed shall be signed by the party or by the party's authorized representative or attorney.

(Source: Amended at 30 Ill. Reg. 18990, effective December 1, 2006)