**Section 123.70 Notice**

a) *Notice shall include:*

1) *A statement of the date, time, place and nature of the hearing;*

2) *A statement of the legal authority and jurisdiction under which the hearing is to be held; and*

3) *Except where a more detailed statement is otherwise provided for by law, a short and plain statement of the matters asserted.* [5 ILCS 100/10-25]

b) Except as otherwise provided by statute, the registrant will be given at least ten days notice prior to the first date set for the preliminary hearing or hearings, as the case may be. Once such notice is given, it will thereafter be the responsibility of the registrant to become acquainted with subsequent hearing dates.

c) Nothing in this Section will prevent the Office from scheduling a hearing within ten days after the date on which the Office summarily suspends a Certificate of Registration pending proceedings.

d) Any contention that improper notice was given will be deemed waived unless it is raised by the registrant prior to argument on any other motion, or, if no other motions are presented, prior to the commencement of opening statements.

e) Proper notice is given by depositing a Notice with the U.S. Postal Service either by certified or registered mail, or by personal service, to the last known address of the registrant.