**Section 2725.10 Computation of Time**

a) For purposes of any notice, decision, ruling or order that is mailed or delivered by personal service by the Department, the calendar day on which any notice, decision, ruling or order is mailed or delivered by personal service by the Department shall be excluded in computing time. For purposes of any notice, decision, ruling or order that is posted electronically as provided in Section 2725.40, the date treated as the date of mailing for purposes of electronic notices shall be excluded in computing time.

b) The calendar day on which notice is due or action is required by a party shall be included in the computation of time.

c) If the last day a response is due to be filed is a day on which the Agency is closed, the due date is extended to the end of the next day on which the Agency is open.

d) The date on the document shall be rebuttable evidence that it was mailed or delivered on that date. A postmark placed on the envelope by the United States Postal Service shall be conclusive evidence of the date of mailing. An Agency notation showing the date of receipt shall be conclusive evidence of the date of personal service, or of an undated, unpostmarked document which is mailed. A return receipt signed and dated by an Agency employee shall be conclusive evidence of the date of receipt. For purposes of documents posted electronically as provided in Section 2725.40, notice shall be deemed to have been served as provided in Section 2725.40(e).

(Source: Amended at 43 Ill. Reg. 6434, effective May 14, 2019)