**Section 682.230 Place of Business**

a) On the application form, each applicant shall indicate his or her name and the name, address, county and phone number of all places of business from which hearing instruments will be dispensed.

b) If the place of business of a licensee is changed from the addresses provided on any Hearing Instrument Dispenser License and/or changed from the preferred mailing address provided to the Department on the application, the licensee shall file written notice with the Department via the License Correction Form within 10 working days after the change. The licensee shall provide the following information: the licensee's corrected business address, phone and business county, and an indication if the correction is for a duplicate Hearing Instrument Dispenser License, for a new Hearing Instrument Dispenser License (a new business address), for the deletion of a current Hearing Instrument Dispenser License business address or for a change in the preferred mailing address. The Department shall confirm in writing to the licensee that the changes have been made in the licensee's records.

c) Except at those places of business where the consumer can receive hearing instrument services via another licensed hearing instrument dispenser/audiologist who can be contacted at the dispenser's/audiologist's former business address and phone number, licensed hearing instrument dispensers/audiologists who change their business location shall leave a forwarding address with the post office, for at least one year and shall leave a forwarding phone number with the phone company, for at least four months, so that consumers and the Department can contact the licensed hearing instrument dispenser/audiologist.

d) Prior to the closing of a business, the licensed hearing instrument dispenser/audiologist shall place an advertisement in a local or area newspaper advising the public of the closing and shall arrange for the transfer of records upon consumer request.

(Source: Amended at 35 Ill. Reg. 10312, effective June 17, 2011)