**Section 383.130 Rights and Responsibilities to Request an Administrative Hearing**

a) The appellant shall file an appeal within 10 days after the postmark date of the notice of intent issued per Section 383.85.

b) The notice of intent shall include instructions regarding what to do to request an administrative hearing.

c) The notice of intent and appeal rights shall be provided in writing in the appellant's primary language.

d) When requested, Department staff shall assist the licensee or permit holder in preparing a written request for an administrative hearing.

(Source: Amended at 42 Ill. Reg. 8197, effective June 1, 2018)