**Section 310.130 Requirement of an Answer**

a) In all contested cases instituted by the Department, the licensee shall file an Answer within 10 days after the date on which the Complaint was filed. The Answer shall be in writing, signed by the licensee or his or her representative, and shall contain a specific response to each allegation in the Complaint. The response shall either admit or deny the allegation, or shall state that the licensee has insufficient information to admit or deny the allegation.

b) Any Answer that states that the licensee has insufficient information to admit or deny the allegation shall be accompanied by an affidavit attesting to the truth of this assertion.

c) On motion by the Department, the Comptroller or hearing officer will cause to be issued a notice to plead or be held in default. If, within 15 days after issuance of the notice, the Respondent does not answer or otherwise file a responsive Pleading, the Respondent will be held in default.

(Source: Amended at 42 Ill. Reg. 16010, effective August 1, 2018)