**Section 150.650 Subpoenas**

The Director, the sworn officer, or the counsel of record may, no later than five (5) days before the hearing, make application to the Board by filing with it a written request for subpoenas for individuals to appear for a hearing, or have them produce books, papers, records, accounts, and other documents as may be deemed by the Board to be relevant to the hearing. Notice of the filing of the written request for subpoenas shall be served on all parties to the proceedings. On the filing of such application, subpoenas will be issued for the named persons. The Board will not undertake the service of subpoenas. Application for subpoenas should contain the names and addresses of the individuals to be subpoenaed, and the identity of any documents which they are to produce. Any motion for continuance by reason of inability to serve subpoenas shall be filed in the office of the Board at least five (5) days before the date set for such hearing, with the provision that the Board in its discretion may waive this rule.

(Source: Amended at 5 Ill. Reg. 2739, effective March 2, 1981)