**Section 165.102 Demand for Repayment**

The Department shall inform a debtor in writing that it demands repayment of the overpaid amount. The written demand shall specify the total amount of the overpayment, the method of calculating the overpayment, the month or months in which the overpayment occurred, a description of the nature of the overpayment and the options for method of repayment of the total. The written demand shall also notify the debtor of the right to appeal and receive a hearing in accordance with 89 Ill. Adm. Code 104.1 and provide information on the availability of free legal services. The Department shall send the debtor monthly statements indicating the overpayment balance and the monthly installment amount due, and shall continue sending monthly statements until the total amount is fully repaid or the Department takes any of the actions described in Section 165.104.

(Source: Added at 11 Ill. Reg. 10604, effective May 29, 1987)