**Section 508.70 Filing**

a) All pleadings, written motions, or notices filed in the administrative proceedings shall be dated and signed by the party filing the paper or his or her attorney or representative.

b) Pleadings, written motions, and notices shall contain the address of the party filing the paper or, if represented by an attorney or other representative, the name and business address and telephone number (including area code) of such attorney or representative.

c) Motions and notices may be filed by facsimile, but the original must also be mailed on the same day.