**74:09:01:07.  Pleadings to be filed with department.** The original of any petition, motion, or other pleading shall be filed with the secretary of the department. Filing of the pleadings or documents shall be effectuated by delivery in person, by facsimile, by mail, or by courier to the department by the date the pleadings or documents are due. The person filing the pleading shall serve copies of the documents or pleadings on the chair of the hearing, the hearing examiner if applicable, and all parties of record.

**Source:** 14 SDR 50, effective October 4, 1987; 23 SDR 31, effective September 8, 1996.

**General Authority:** SDCL 34A-1-6, 34A-6-1.6, 34A-6-1.14, 34A-11-9, 45-9-13.

**Law Implemented:** SDCL 1-26-21, 34A-1-43.