



Department of Commerce

Division of Real Estate & Professional Licensing

John R. Kasich, Governor
Jacqueline T. Williams, Director

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Columbus, Ohio 43215-6133

Please visit our website at
www.com.ohio.gov/real

614 | 466-4100

FAX 614 | 644-0584

TTY/TDD: 800 | 750-0750

SALESPERSON

TRANSFER / REACTIVATION APPLICATION

- This form is interactive. You may, before printing, type your responses directly onto the form.
- Incomplete applications and those that are filled out incorrectly will be returned for correction.
- A check or money order for any fees, made payable to the Division of Real Estate & Professional Licensing, must accompany this application. Cash will not be accepted.

FOR DIVISION USE ONLY

Individual fees are listed below or in the reactivation fee schedule on page 2.

APPLICANT INFORMATION

FILE NUMBER	FIRST NAME	MIDDLE NAME OR INITIAL	LAST NAME	SUFFIX
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HOME ADDRESS Check if new

CITY	STATE	COUNTY	ZIP CODE	PHONE NUMBER
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EMAIL ADDRESS

BROKERAGE INFORMATION

COMPANY FILE NUMBER	COMPANY NAME
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MAIN BUSINESS ADDRESS	DOING BUSINESS AS (DBA) NAME
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CITY	STATE	COUNTY	ZIP CODE	PHONE NUMBER
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REASON FOR COMPLETING THIS FORM (Check all that apply. **Remit one application fee per form even if you check multiple boxes.**)

If return of a license is required, include the **ORIGINAL** license. If original license is lost, please remit a Change Application – Individual with a \$25 fee.

- TRANSFER TO A NEW BROKERAGE – \$25 fee**
If two or more people are transferring, advise broker to complete the Multiple License Transfer Affidavit.
- REACTIVATE LICENSE FROM INACTIVE STATUS – \$25 fee**
(If licensee is 70 years of age or older and reactivating from inactive status, also include proof of completion of all outstanding continuing education.)
- PLACE LICENSE IN INACTIVE STATUS – no fee**
(skip Brokerage Information and return original license) ***Inactive licensees are required to submit renewal and continuing education by due date every three years.***
- REACTIVATE LICENSE TO ACTIVE STATUS FROM RENEWAL SUSPENSION – see fee schedule on page 2**
(include Brokerage Information and return original license)
- REACTIVATE LICENSE TO INACTIVE STATUS FROM RENEWAL SUSPENSION – see fee schedule on page 2**
(skip Brokerage Information and return original license)
- REACTIVATE LICENSE TO ACTIVE STATUS FROM 10-HOUR POST LICENSE EDUCATION SUSPENSION - \$25 fee**
(include Brokerage Information and **return original license**)
- REACTIVATE LICENSE TO INACTIVE STATUS FROM 10-HOUR POST LICENSE EDUCATION SUSPENSION – \$25 fee**
(skip Brokerage Information)
- REACTIVATE LICENSE TO ACTIVE STATUS FROM SUSPENSION DUE TO PRINCIPAL BROKER (SOLE) SUSPENSION – no fee**
(include Brokerage Information and **return original license**. If transferring to a new brokerage, include original license. If two or more licensees are reactivating, advise your principal broker to complete the Multiple License Transfer Affidavit.)
- REACTIVATE LICENSE TO INACTIVE STATUS FROM SUSPENSION DUE TO PRINCIPAL BROKER (SOLE) SUSPENSION – no fee**
(skip Brokerage Information and **return original license**)
- PLACE SALESPERSON LICENSE IN INACTIVE STATUS AND REQUEST BROKER LICENSE – \$25 fee**
(include original salesperson license)

****PLEASE COMPLETE PAGES 1 AND 2 OF THIS FORM**

"An Equal Opportunity Employer and Service Provider"

Licensees reactivating from **Renewal/Continuing Education Suspension** owe the following fees:

Renewal Fee	Late Renewal Penalty	Reactivation Fee	Total	Licensees who have paid the \$135 renewal fee should remit the Late Renewal Penalty and the Reactivation Fee.
\$135.00	\$67.50	\$25.00	\$227.50	

ETHICAL CONDUCT AND LEGAL HISTORY

PLEASE ATTACH A COMPLETE EXPLANATION FOR ANY QUESTIONS ANSWERED "YES."
QUESTIONS CONCERNING PROFESSIONAL LICENSES **APPLY TO ALL PROFESSIONAL LICENSES** REGARDLESS OF PROFESSION.

SINCE YOUR MOST RECENT FILING of an application for Ohio real estate licensure, renewal or transfer/reactivation application, have you:

- YES NO Been disciplined in any manner by any public entity or professional or trade association for any violation of any professional licensing law, regulation or ethical rule, including the Ohio Division of Real Estate?
- YES NO Been refused or denied any professional license or registration by any public entity, including the Ohio Division of Real Estate?
- YES NO Had any professional license revoked, suspended or limited in any way for any reason?
* If license is currently suspended, check "yes." SUSPENSION REASON: _____
- YES NO Been notified by any public entity or professional or trade association that you were under investigation for any violation of any professional licensing law, regulation or ethical rule, including the Ohio Division of Real Estate?
- YES NO Been subject to any unsatisfied judgments?
- YES NO Been convicted of, plead guilty to or been granted intervention in lieu of conviction for any unlawful conduct excluding minor traffic violations? LIST: _____

THE APPLICANT MAY COMPLETE THE FOLLOWING IF DESIGNATED BY PRINCIPAL BROKER

MANAGEMENT LEVEL LICENSEE

THE APPLICANT MUST COMPLETE THE FOLLOWING CERTIFICATION

I certify that all of the statements on this application and all of the attached materials are complete and accurate. I understand that any false statement on this form may subject me to criminal prosecution and the loss of my Ohio real estate license.

SIGNATURE OF APPLICANT DATE

COMPLETE THE FOLLOWING AFFIRMATION IF TRANSFERRING TO A DIFFERENT BROKER:

I have informed my present principal broker, in writing, that I am transferring to a different brokerage.

SIGNATURE OF APPLICANT DATE

THE PRINCIPAL BROKER MUST COMPLETE THE FOLLOWING CERTIFICATION

I hereby certify that, from the investigations made by me, I find the above listed applicant for a real estate license is honest, truthful and of good reputation. I understand that any false statement on this form that is known to me at the time of my signing may subject me to criminal prosecution and the loss of my Ohio real estate license.

NAME OF PRINCIPAL BROKER (please type or print) FILE NUMBER SIGNATURE OF PRINCIPAL BROKER DATE

NOTICE: This application and the information contained therein, except for the social security number, is public record pursuant to Ohio Revised Code 149.43.

NOTICE: Refusal of check payment by the drawer's bank may result in a one-hundred-dollar fee to the superintendent or rejection or withdrawal of approval of this application.