



RECIPROCITY VERIFICATION OF LICENSURE

Please complete Section I of the form and submit to each licensing board that administered the examination. The certification must include a state seal and confirmation the license holder passed the state examination. Scores must be provided by the state you are reciprocating from.

SECTION I

Full Name: _____ Date of Birth: ____/____/____

Address: _____

City: _____ State: _____ Zip Code: _____

State License Number: _____ License Type: _____

DO NOT DETACH – THIS SECTION IS TO BE COMPLETED BY AN OFFICIAL OF THE STATE BOARD AND RETURNED DIRECTLY TO THE OHIO CONSTRUCTION INDUSTRY LICENSING BOARD AT 6606 TUSSING ROAD P.O. BOX 4009, REYNOLDSBURG, OH 43068.

SECTION II

State of: _____ License Number: _____

License Status (Active, Inactive, Escrow): _____ Examination Score: _____

Is there a history of license suspension, disciplinary action, or revocation? If yes, please explain and attach document. _____

Name of state official completing form: _____

Date: _____ Contact Information: _____

State Seal:





TENNESSEE RECIPROCITY APPLICATION

In order to reciprocate with Ohio for the applicable trade, the applicant **must** currently hold a Tennessee License, and previously tested *or* Grandfathered with Tennessee to obtain their license(s). Applicants who obtained the Tennessee license via Reciprocity from another state are not permitted to Reciprocate into Ohio. Applicants will be required to take the Ohio Business and Law exam.

Type of License Applying For: EL HVAC RE HY PL

Full Name: _____

Street Address: _____ City: _____

State: _____ Zip: _____ Email: _____

Date of Birth: ____/____/____ Cell Phone: (____)____-____ Work Phone: (____)____-____

Tennessee License Number: _____ Expiration Date: ____/____/____

Have you been convicted of, found guilty pursuant to a judicial finding of, or pleaded guilty to a felony? Yes No

Are you a Citizen of the United States? A lawful permanent resident (Alien Registration Number/USCIS Number) _____

An alien authorized to work until (expiration date, if applicable mm/dd/yyyy) ____/____/____

Required Documents:

Certificate of Liability Insurance Form, including without limit, complete operations coverage in the amount of at least \$500,000, certificate Holder must reflect: Ohio Construction Licensing Board, 6606 Tussing Road, Reynoldsburg, OH, 43068.

Verification of Current Reciprocating State License

In accordance with Section 4740.01 of the Ohio Revised Code (ORC), an individual is required to assign their license to a Contracting Company.

Company Name: _____

Street Address: _____ City: _____

State: _____ Zip: _____ Phone: (____)____-____

Job Title: Owner Partner Employee

Application Fee(s): \$25.00 non-refundable fee per trade.

Payable To: Treasure State of Ohio

Mail To:

Ohio Construction Licensing Board
6606 Tussing Road, P.O. Box 4009 Reynoldsburg, OH 43068-9099

Check #: _____

Date: _____

CC _____

EXP Date ____/____/____

CVV _____

Email To:

OCILB@COM.OHIO.GOV

Signature: _____

Date: ____/____/____