



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

Form fields: FILE NUMBER, FIRST NAME, MIDDLE NAME OR INITIAL, LAST NAME, SUFFIX

HOME ADDRESS Check if new

Form fields: CITY, STATE, COUNTY, ZIP CODE, PHONE NUMBER

EMAIL ADDRESS

BROKERAGE INFORMATION

Form fields: COMPANY FILE NUMBER, COMPANY NAME

Form fields: MAIN BUSINESS ADDRESS, DOING BUSINESS AS (DBA) NAME

Form fields: CITY, STATE, COUNTY, ZIP CODE, PHONE NUMBER

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.

- 1. TRANSFER TO A NEW BROKERAGE - \$34 fee
2. REACTIVATE LICENSE FROM INACTIVE STATUS - \$34 fee
3. PLACE LICENSE IN INACTIVE STATUS - no fee
4. REACTIVATE LICENSE TO ACTIVE STATUS FROM RENEWAL SUSPENSION - see fee schedule on page 2
5. REACTIVATE LICENSE TO INACTIVE STATUS FROM RENEWAL SUSPENSION - see fee schedule on page 2
6. REACTIVATE LICENSE TO ACTIVE STATUS FROM 20-HOUR POST LICENSE EDUCATION SUSPENSION - \$34 fee
7. REACTIVATE LICENSE TO INACTIVE STATUS FROM 20-HOUR POST LICENSE EDUCATION SUSPENSION - \$34 fee
8. REACTIVATE LICENSE TO ACTIVE STATUS FROM SUSPENSION DUE TO PRINCIPAL BROKER (SOLE) SUSPENSION - no fee
9. REACTIVATE LICENSE TO INACTIVE STATUS FROM SUSPENSION DUE TO PRINCIPAL BROKER (SOLE) SUSPENSION - no fee
10. REACTIVATE LICENSE TO ACTIVE STATUS FROM FAILURE TO COMPLY WITH IMPOSED DISCIPLINE FROM ENFORCEMENT ACTION, 4735.13(C) OR 4735.143 SUSPENSION -- \$34 fee
11. REACTIVATE LICENSE TO INACTIVE STATUS FROM FAILURE TO COMPLY WITH IMPOSED DISCIPLINE FROM ENFORCEMENT ACTION, 4735.13(C) OR 4735.143 SUSPENSION --- \$34 fee

\*\*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 \$182 renewal fee should remit the Late Renewal Penalty and the Reactivation Fee.
\$182.00	\$91.00	\$34.00	\$307.00	

**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, with the exception of #4 through #9 on page 1 of this application? 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 Have you ever been convicted of a misdemeanor or felony offense, excluding misdemeanor traffic offenses? If yes, please explain (For purposes of this application, a traffic offense is a violation of Title 45 of the Ohio Revised Code) EXPLAIN: \_\_\_\_\_

**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 OR INACTIVATING YOUR LICENSE:**

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

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

**THE PRINCIPAL BROKER MUST COMPLETE THE FOLLOWING**

If salesperson is to be a management level licensee, please check the box below:

**MANAGEMENT LEVEL LICENSEE**

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 \$100 fee to the superintendent or rejection or withdrawal of approval of this application.