



Ohio Administrative Code Rule 1301:17-1-05 Applications.

Effective: January 1, 2021

(A) An applicant for an initial or a renewal of an Ohio home inspector license may obtain a license provided the following, including but not limited to, are satisfied:

(1) The applicant completes an application form prescribed by the superintendent satisfying the requirements to be an Ohio licensed home inspector; and

(2) Payment of appropriate fees required by rule 1301:17-1-03 of the Administrative Code.

(B) Any applicant for an Ohio home inspector license who is doing business in Ohio as, including but not limited to, a sole proprietor, a corporation, a partnership, limited liability corporation, limited liability partnership or an association shall file or register with the Ohio secretary of state.

(C) The signature on any application may be written by hand or be an electronic signature, as defined by division (H) of section 1306.01 of the Revised Code.

(D) Upon notice from the division of real estate and professional licensing that an application for initial licensure is incomplete or incorrect as filed, the applicant shall within thirty days of the date of the last such notice submit to the division a corrected application or the additional information requested. Failure to timely submit such corrected application or additional information shall constitute just cause for the superintendent to void the application and impose a forfeiture of any application fee pursuant to section 4764.05 of the Revised Code.

(E) A licensed home inspector who fails to renew a license prior to its expiration may, during the three months following the date of expiration, renew the license by submitting the following to the division.

(1) The applicant completes an application form prescribed by the superintendent satisfying the requirements to renew an Ohio home inspector license; and



(2) Payment of a renewal fee and payment of a late renewal fee required by rule 1301:17-1-03 of the Administrative Code.

(F) A licensed home inspector who applies for late renewal shall not engage, following the expiration date of the license, in any activities permitted under the license being renewed until the superintendent notifies the licensed home inspector that the licensed home inspector's license has been renewed. If a licensee fails to satisfy any of the requirements to renew the license within three months following the date of the license expiration, then a new home inspector license must be obtained pursuant to section 4764.07 of the Revised Code.