



## Ohio Administrative Code Rule 1301:5-1-12 Open public meetings.

Effective: [March 28, 2025](#)

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(A) Any person may ascertain the time and place of all regularly scheduled meetings and the time, place, and purpose of all special meetings by:

(1) Writing to the following address - "Ohio Real Estate Commission, Division of Real Estate and Professional Licensing, 6606 Tussing Road PO Box 4008 Reynoldsburg, OH 43068";

(2) Calling the following telephone number during normal business hours - 614-466-4100; or

(3) Accessing the division of real estate and professional licensing web site.

(B) Any person may receive notice of all meetings of the Ohio real estate commission. The superintendent shall maintain a list of all persons who have requested such notification. Any person wishing to receive notification shall submit the request in writing. Requests shall:

(1) Be sent to the address given in paragraph (A)(1) of this rule or by electronic mail to [WebReal@com.state.oh.us](mailto:WebReal@com.state.oh.us) or such other address as may from time to time be published on the division's web site.

(2) State that the requestor wishes to be notified of all public meetings of the commission or those at which specific topics stated by the requestor are to be discussed.

(3) Provide the requestor's electronic mail address or mailing address.

(4) State if the requestor is a media representative who wishes to be notified of special meetings pursuant to division (F) of section 121.22 of the Revised Code. If a media representative requests notice of special meetings the media representative shall also provide no more than two telephone numbers at which they may be reached.



(C) The superintendent shall provide a notice to all persons on the notification list at least five calendar days before each regularly scheduled meeting of the board.

The superintendent shall make all reasonable effort to provide notice of all special meetings in compliance with division (F) of section 121.22 of the Revised Code.