



Ohio Administrative Code Rule 3769-2-18 Applications for licenses.

Effective: June 15, 2025

(A) Applications for licenses or reciprocal validations will be made on a form prepared by the commission. The form will be available on request and when submitted, fully completed, will be accompanied by the required fee as stipulated in rule 3769-2-24 of the Administrative Code. No one will be employed in any capacity unless they have been licensed. Each license, unless revoked or suspended for cause, is for the period of one year from January first through December thirty-first of the year in which the license was issued; except that, the commission may, through the state steward or judge, cause a temporary license to be issued which will be valid for entering and racing pending administrative processing and final action by the commission on such license application. In no event will any temporary license be considered valid later than thirty days after its issuance.

During the racing season, all applications have to be submitted to the steward or judge for approval, except that all employees of the permit holder and concessions have to have their applications approved by their department head prior to submittal to the steward or judge. When approved by the stewards or judges and signed by at least one of them, the application will be forwarded to the commission representative for licensing. If the stewards or judges reject or table any applications, they will report these actions to the commission.

(1) All applications for licenses will carry the full name and permanent address of the applicant with street or rural route number and zip code. No temporary address of any kind will be acceptable, unless the applicant affirms that they have no permanent address.

(2) If a licensee changes their address or telephone number at any time during the licensing year, it is the licensee's responsibility to notify the Ohio state racing commission of any change within fifteen days of the change.

(3) If a licensee has any pending criminal charges or convictions at any time during the licensing year, it is the licensee's responsibility to notify the Ohio state racing commission of these charges and/or convictions, and to produce any requested documents within fifteen days of the charges or



conviction.

(B) A corporation, association, partnership or a trust when it files an application for a license will also provide the following:

(1) A list of all officers, directors and stockholders or partners (both general and limited) with their names, addresses and occupations. If the stock is publicly traded, then only the names, addresses and occupations of the officers, directors and owners of ten per cent or more of the stock need be given;

(2) Any other pertinent information requested by the commission. If any other corporation or partnership owns ten per cent or more of the licensee, it will file the same information. If the licensee is a concessionaire of the permit holder, it will file a copy of its current lease or concession agreement.