



Ohio Department of Commerce
Division of Real Estate & Professional Licensing

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 www.com.ohio.gov

Ted Strickland
Governor

Kimberly A. Zurz
Director

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.**
- Individual fees listed below or in the reactivation fee schedule on Page 2.

FOR DIVISION USE ONLY	
FEE AMOUNT	BROKER NUMBER
FILE NUMBER	ISSUE DATE
CE DUE DATE	

APPLICANT INFORMATION

FILE NUMBER	LAST NAME	FIRST NAME	MIDDLE INITIAL OR NAME	SUFFIX
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HOME ADDRESS Check if new.

CITY	STATE	ZIP CODE	COUNTY	HOME PHONE ()
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E-MAIL ADDRESS

BROKER INFORMATION

FILE NUMBER	OFFICIAL CORPORATION, L.L.C., PARTNERSHIP, OR ASSOCIATION NAME
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MAIN BUSINESS ADDRESS	DOING BUSINESS AS (D.B.A.) NAME
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CITY	STATE	ZIP CODE	BUSINESS PHONE ()
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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 \$20 fee.

TRANSFER TO A NEW BROKERAGE – \$25 fee

- If two or more people are transferring, advise broker to complete the Multiple License Transfer Affidavit.

REACTIVATE LICENSE FROM INACTIVE STATUS – \$25 fee (If licensee is 70 years of age or older and reactivating from inactive status, also include proof of completion of all outstanding continuing education.)

PLACE LICENSE IN INACTIVE STATUS – no fee (skip Broker Information and **return original license**)

* Inactive licensees are required to submit renewal and continuing education by due date every three years.*

REACTIVATE LICENSE TO ACTIVE STATUS FROM RENEWAL SUSPENSION – see fee schedule on page 2
 (include Broker Information and **return original license**)

REACTIVATE LICENSE TO INACTIVE STATUS FROM RENEWAL SUSPENSION – see fee schedule on page 2
 (skip Broker Information and **return original license**)

REACTIVATE LICENSE TO ACTIVE STATUS FROM 10-HOUR POST LICENSE EDUCATION SUSPENSION – \$25 fee (include Broker Information and **return original license**)

REACTIVATE LICENSE TO INACTIVE STATUS FROM 10-HOUR POST LICENSE EDUCATION SUSPENSION – \$25 fee (skip Broker Information)

REACTIVATE LICENSE TO ACTIVE STATUS FROM SUSPENSION DUE TO SOLE BROKER SUSPENSION – no fee
 (include Broker Information and **return original license**. If transferring to a new broker, include **\$25 fee** and original license. If two or more licensees are reactivating, advise your broker to complete the Multiple License Transfer Affidavit.)

REACTIVATE LICENSE TO INACTIVE STATUS FROM SUSPENSION DUE TO SOLE BROKER SUSPENSION – no fee (skip Broker Information and **return original license**)

REACTIVATE LICENSE TO ACTIVE STATUS FROM ENFORCEMENT ACTION – \$25 fee

REACTIVATE LICENSE TO INACTIVE STATUS FROM ENFORCEMENT ACTION – \$25 fee

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 one-hundred-dollar fee to the superintendent or rejection or withdrawal of approval of this application.

