



## License Application Checklist

### ***Major Lines Individual Renewal License Application Checklist***

#### **Lines of Authority under the Major Lines License:**

- **Accident & Health:** Insurance coverage for sickness, bodily injury, or accidental death, and may include benefits for disability income.
- **Casualty:** Insurance coverage against legal liability, including coverage for death, injury, or disability or damage to real or personal property.
- **Life:** Insurance coverage on human lives, including benefits of endowment and annuities, and may include benefits in the event of death or dismemberment by accident and benefits for disability income.
- **Personal:** Property and casualty insurance coverage sold to individuals and families for non-commercial purposes.
- **Property:** Insurance coverage for the direct or consequential loss or damage to property of any kind.
- **Variable Life & Variable Annuity Products:** Insurance coverage provided under variable life insurance contracts and variable annuities.

#### **Application Requirements for RESIDENT Applicants:**

- Complete 24 CE credits (3 of which must be approved as Ethics) from an Ohio approved CE provider.
- Review Ohio CE Transcript to determine if all completed CE credits have been reported to the Department.
- Complete online Renewal application only **AFTER** CE requirements have been completed.
- Submit any necessary supporting documents to the Department or NIPR Attachment Warehouse.

#### **Application Requirements for NON-RESIDENT Applicants:**

- Must have an active license in home state for the same Lines of Authority.
- Complete online renewal application.
- Submit any necessary supporting documents to the Department or NIPR Attachment Warehouse.
- Non-refundable filing fee of \$25.00.

#### **Application Requirements for Applicants Requesting License Renewal AFTER License Expiration Date:**

- If submitting license renewal application and/or completing required CE during the one month late renewal period, pay non-refundable Late Renewal Fee of \$50.00.
- If submitting license renewal application and/or completing required CE during the license reinstatement period, pay non-refundable Late Renewal Fee of \$100.00.

**NOTE: APPLICATIONS SUBMITTED WITHOUT ALL OF THE ABOVE LISTED ITEMS  
WILL BE RETURNED TO THE APPLICANT AS INCOMPLETE.**