



## License Application Checklist

Licensing Division, 50 W Town Street, 3rd Floor - Suite 300, Columbus OH 43215  
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### ***Limited Lines Individual Renewal License Application Checklist***

#### **Lines of Authority available under the Limited Lines License:**

- Car Rental Insurance
- Credit Insurance Products
- Crop
- Travel Insurance
- Funeral Expense

#### **Application Requirements for ALL Limited Line Applicants:**

- ☐ Pay non-refundable filing fee of \$25.00.  
(Check or money order made payable to the "State of Ohio Treasurer"; credit card or ACH accepted with online application.)
- ☐ Complete online Renewal application.
- ☐ 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.

#### **Application Requirements for FUNERAL EXPENSE Applicants:**

- ☐ Must provide proof of active Funeral Director license.

#### **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.**