



Department of Insurance

Mike DeWine, Governor
Jon Husted, Lt Governor

Tynesia Dorsey, Interim Director

Individual Title Agent License Renewal/Continuation

Licensing Division, 50 W Town Street, 3rd Floor - Suite 300, Columbus OH 43215
614-644-2665 | 614-387-0096 (Fax) | insurance.ohio.gov

(Please Print or Type)

Check appropriate box for license requested:

- Resident **OH** License #: _____
- Non-Resident **OH** License #: _____
 - Identify Home State: _____
 - Identify Home State License #: _____

Demographic Information

① National Producer Number (NPN)		② Date of Birth	
③ Last Name	JR./SR. etc	④ First Name	
⑤ Residence/Home Address (Physical Street)	⑥ City	⑦ State	⑧ Zip or Foreign Country
⑨ Individual Applicants Email Address			
⑩ Business Entity's Name			
⑪ Business Address (Physical Street)	⑫ P.O. Box	⑬ City	⑭ State
			⑮ Zip or Foreign Country
⑯ Business Phone Number (extension)	⑰ Business Fax Number	⑱ Business E-Mail Address	⑲ Business Web Site Address
⑳ Mailing Address	㉑ P.O. Box	㉒ City	㉓ State
			㉔ Zip or Foreign Country

Agency or Business Entity Affiliations

㉕ List your Insurance Agency Affiliations: (Complete only if the applicant is to be licensed as an active member of the business entity)

FEIN _____ NPN _____ Name of Agency _____

FEIN _____ NPN _____ Name of Agency _____

Background Questions

㉖ **The Applicant must read the following very carefully and answer every question. All written statements submitted by the Applicant must include an original signature.**

1a. Have you ever been convicted of a **MISDEMEANOR**, had a judgment withheld or deferred, or are you currently charged with committing a **MISDEMEANOR**, which has not been previously reported to this insurance department? Yes No

You may exclude the following misdemeanor convictions or pending misdemeanor charges: traffic citations, driving under the influence (DUI), driving while intoxicated (DWI), driving without a license, reckless driving, or driving with a suspended or revoked license.

You may also exclude juvenile adjudications (offenses where you were adjudicated delinquent in a juvenile court).

1b. Have you ever been convicted of a **FELONY**, had a judgment withheld or deferred, or are you currently charged with committing a **FELONY**, which has not been previously reported to this insurance department? Yes No

You may also exclude juvenile adjudications (offenses where you were adjudicated delinquent in a juvenile court).

If you have a felony conviction involving dishonesty or breach of trust, have you applied for written consent to engage in the business of insurance in your home state as required by 18 USC 1033? N/A Yes No

If so, was consent granted? (Attach copy of 1033 consent approved by home state.) N/A Yes No

Background Questions (Continued)

- 1c. Have you ever been convicted of a **MILITARY OFFENSE**, had a judgment withheld or deferred, or are you currently charged with committing a **MILITARY OFFENSE**, which has not been previously reported to this insurance department? Yes No

NOTE: For Questions 1a, 1b, and 1c, "**Convicted**" includes, but is not limited to, having been found guilty by verdict of a judge or jury, having entered a plea of guilty or nolo contendere or no contest, or having been given probation, a suspended sentence, or a fine.

If you answered "**Yes**" to any of the above questions (1a, 1b, or 1c), you must attach to this application:

- a) a written statement explaining the circumstances of each incident,
- b) a copy of the charging document, and
- c) a copy of the official document, which demonstrates the resolution of the charges or any final judgment.

2. Have you ever been named or involved as a party in an administrative proceeding including FINRA sanction or arbitration proceeding regarding any professional or occupational license or registration, which has not been previously reported to this insurance department? Yes No

"Involved" means having a license censured, suspended, revoked, canceled, terminated; or, being assessed a fine, placed on probation, sanctioned or surrendering a license to resolve an administrative action. **"Involved"** also means being named as a party to an administrative or arbitration proceeding, which is related to a professional or occupational license, or registration. **"Involved"** also means having a license, or registration application denied or the act of withdrawing an application to avoid a denial. **INCLUDE** any business so named because of your actions in your capacity as an owner, partner officer, director, or member or manager of a Limited Liability Company. You may exclude terminations due solely to noncompliance with continuing education requirements or failure to pay a renewal fee.

If you answered "**Yes**" to question 2, you must attach to this application:

- a) a written statement identifying the type of license and explaining the circumstances of each incident,
- b) a copy of the Notice of Hearing or other document that states the charges and allegations, and
- c) a copy of the official document which demonstrates the resolution of the charges or any final judgment.

3. Do you have a child support obligation in arrearage, which has not been previously reported to this insurance department? Yes No

If you answered "**Yes**" to question 3, answer the following:

- a) by how many months are you in arrearage? _____ Months
- b) are you currently subject to and in compliance with any repayment agreement? Yes No
- c) are you the subject of a child support related subpoena/warrant? Yes No

4. Are you currently deriving income from any business or employment activities other than insurance? Yes No

If you answered "**Yes**" to question 4, describe the other business and/or employment activities in which you are now engaged in a separate attachment.

5. Are you affiliated in any way, other than as a customer, with any bank, trust company, bank and trust company, or other lending institution, mortgage service, brokerage, mortgage guaranty company, escrow company, real estate company or any subsidiaries thereof? Yes No

If **Yes**, specify the names(s) and type(s) of the businesses you are affiliated with and the nature of the affiliation(s) in a separate attachment.

6. Do you understand that all title insurance agents who handle escrows in real property transactions not involving the issuance of title insurance must have a surety bond in place that protects all parties to such transactions against theft, misappropriation, fraud, or any other failure to properly disburse settlement, closing, or escrow funds and that provides coverage in the minimum amount of one hundred fifty thousand dollars? Yes No

7. Do you currently hold an active real estate, mortgage broker or mortgage loan originator license? Yes No

8. If renewing as a resident Ohio Title agent, have you completed all of your required CE credits prior to requesting the renewal of the license and have you verified that those credits are posted accurately on the Department's website? N/A Yes No

9. It is the title agent's responsibility to ensure that all subcontractors are covered under the agent's or agency's errors and omissions insurance policy or that any subcontractor not so covered maintains an errors and omissions policy with minimum coverage of fifty thousand dollars. Have you complied with these requirements? Yes No

10. All individual title insurance agents must file an annual review of title agent escrow accounts or a claim of exemption. Have you submitted all annual review forms for previous filing years as required? Yes No

11. Do you understand that all title insurance agents must maintain an errors and omissions insurance policy that includes but is not limited to coverage for the agent's delegation of any agent function to a third party and that the policy must provide a minimum coverage amount of two hundred fifty thousand dollars? Yes No

12. Are you a member or veteran of the armed forces, or the spouse or surviving spouse of a service member or veteran? Yes No

Applicant's Name _____

Applicant's Certification and Attestation**27 The Producer must read the following very carefully:**

1. I hereby certify that, under penalty of perjury, all of the information submitted in this application and attachments is true and complete. I am aware that submitting false information or omitting pertinent or material information in connection with this application is grounds for license revocation or denial of the license and may subject me to civil or criminal penalties.
2. Unless provided otherwise by law or regulation of the jurisdiction, I hereby designate the Commissioner, Director or Superintendent of Insurance, or other appropriate party in each jurisdiction for which this application is made to be my agent for service of process regarding all insurance matters in the respective jurisdiction and agree that service upon the Commissioner, Director or Superintendent of Insurance, or other appropriate party of that jurisdiction is of the same legal force and validity as personal service upon myself.
3. I further certify that I grant permission to the Commissioner, Director or Superintendent of Insurance, or other appropriate party in each jurisdiction for which this application is made to verify information with any federal, state or local government agency, current or former employer, or insurance company.
4. I further certify that, under penalty of perjury, (a) I have no child-support obligation, (b) I have a child-support obligation and I am currently in compliance with that obligation, or (c) I have identified my child support obligation arrearage on this application.
5. I authorize the jurisdictions to which this application is made to give any information concerning me, as permitted by law, to any federal, state or municipal agency, or any other organization and I release the jurisdictions and any person acting on their behalf from any and all liability of whatever nature by reason of furnishing such information.
6. I acknowledge that I understand and will comply with the insurance laws and regulations of the jurisdictions to which I am applying for licensure.
7. I hereby certify that upon request, I will furnish the jurisdiction(s) to which I am applying, certified copies of any documents attached to this application or requested by the jurisdiction(s).

Original Producer Signature

Date

Full Legal Name (Printed or Typed)

Application Attachments**28** The following attachments must accompany the application; otherwise the application may be returned unprocessed or considered deficient.

1. Non-Resident Title applicants renewing their Title license on or before the license expiration date must include a non-refundable fee (check or money order) made payable to the "State of Ohio Treasurer" in the amount of \$25.00; Resident Title applicants fee is waived;
2. If necessary, any required supporting details or documents.

Continuing Education Requirements – Residents Only**29** Resident Title agents must complete CE requirements.

1. Resident Title agents must complete 12 CE credits biennially before the license may be renewed. The CE credits must be earned with 10 credits specifically approved under the Title category and 2 credits specifically approved under the Ethics category.
2. The renewal application should not be submitted until after CE credits have been completed.