



## Ohio Administrative Code Rule 4734-6-07 Addresses of licensees.

Effective: January 1, 2019

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- (A) Licensees shall maintain current contact information with the board. Current contact information is defined as a valid email address, residence address and telephone number, and address and telephone number for all locations where activities related to the practice of chiropractic and/or acupuncture are conducted. No licensee may provide a post office box as a mailing address without disclosing the actual physical address of the residence or location where he or she conducts activities related to the practice of chiropractic and/or acupuncture.
- (B) Licensees shall provide and maintain current contact information via the eLicense Ohio portal.
- (C) Changes to contact information shall be made within thirty days of the change.
- (D) A licensee's failure to receive notification of renewal due to failing to advise the board of a change of contact information shall not constitute an error on the part of the board, nor shall it exonerate the licensee from making such renewal.
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