



## Ohio Administrative Code

### Rule 901:8-2-05 License renewals and changes that require notification.

Effective: February 16, 2023

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(A) All partnerships, associations, limited liability companies, or corporations to which any of the following changes occur are required to submit a reapplication for license:

- (1) Incorporation or change in the status of the business organization;
- (2) Sale of a partnership or sole proprietorship;
- (3) Change in the number of partners in a partnership;
- (4) Changes in the officers or changes in the controlling interest of a corporation;
- (5) Change in the trade name or name under which the license was issued;
- (6) Termination of an association, corporation, or partnership; or
- (7) Change in controlling ownership interest of the limited liability company.

(B) License renewal applications are available at <https://eLicense.ohio.gov>. The online portal is the preferred method of renewal and communication with licensees. Paper renewal applications will not be automatically sent to licensees.

- (1) Renewal applications will be available to licensees via the online portal no later than May 1 of the renewal year.
- (2) If a licensee elects to not participate in the online licensing portal, the licensee shall be responsible for contacting the department of agriculture to request a renewal application no earlier than thirty days prior to the expiration of their license.



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