

PRESCRIBED REPORT FORM
FOR MONTHLY ASSESSMENTS
CERTIFIED RESIDENTIAL BLDG. DEPT.



Board of Building Standards

6606 Tussing Road, P.O. Box 4009,
 Reynoldsburg, Ohio 43068-9009
 Phone: (614) 644-2613 FaxBack: (614) 728-1244
 dic.bbs@com.state.oh.us
 www.com.state.oh.us/dic/dicbbs.htm

This Report Form for all Certified Residential Building Departments is herewith submitted pursuant to H.B. 175 and sections 103.2.4.2 and 103.2.4.1 of Rule 4101:8-1-03 of the Ohio Administrative Code adopted by the Board of Building Standards. All political subdivisions that prescribe fees for the acceptance and approval of plans and specifications, and for the making of all inspections pursuant to division (E) of section 3781.102 of the Ohio Revised Code shall collect and remit monthly, on behalf of the Board of Building Standards, an assessment equal to one percent of such fees.

Dept. Number: _____
 Dept. Name: _____
 Street: _____ City: _____
 Zip Code: _____ County: _____
 Telephone No: _____ Fax No: _____
 Report Month: _____ Year: 20 ____
 Contact E-mail Address: _____

2. Total Assessment Pursuant to OAC 4101:8-1-03: Each political subdivision that prescribes fees for the acceptance and approval of plans and specifications, and for the making of all inspections pursuant to division (E) of section 3781.102 of the Ohio Revised Code shall collect on behalf of the Board of Building Standards an assessment equal to one percent of such fees. Remit by check payable to: **TREASURER, STATE OF OHIO/BBS**. Submit this report and fees to the office of the Board of Building Standards at the above address within sixty days following the end of each month in which the assessments are collected.

Fee Category	(A) Total Fees (Fees for approval of plans and specifications and for all inspections charged in the report month)	(B) Total Assessment for Report Month (multiply column A amount by 0.01)
Primary Residential Bldg. Dept.		
Contract Jurisdiction (Total for worksheet boxes #3 and #5 of this report.)		
TOTAL		

3. Contract Jurisdiction Worksheet: If applicable, list the residential building department jurisdictions under contract for building department services. Indicate the total of fees for approval of plans and specifications and for all inspections charged in the month and the total assessment amount collected for each jurisdiction.

Contract Jurisdictions	(A) Total Fees (fees for approval of plans and specifications and for all inspections charged in report month.)	(B) Total Assessment for Report Month (multiply column A amount by 0.01)

4. The information reported above and submitted herein is true and correct to the best of the knowledge of the undersigned:

Signature: _____ Date: _____
 Primary Residential Building Official

5. Contract Jurisdiction Worksheet (Continued):

Contract Jurisdiction	(A) Total Fees	(B) Total Assessments Remitted for the month
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