



# Manufactured Home Dealer/Broker Renewal Application

### Indicate Type of License:

- Manufactured Homes Dealer – Renewal (Can sell both new and used) – **Fee - \$253.50\***
- Manufactured Home Broker – Renewal (Can sell used) – **Fee - \$253.50\***

Please type or print legibly. All fields are required.

Business Name (Located In Park? <input type="checkbox"/> Yes <input type="checkbox"/> No)				Business Phone Number ( )
DBA or Fictitious Trade Name (If applicable)				Alternative Phone Number ( )
Business Street Address				Fax Number ( )
City	State	ZIP Code	County	Email Address

- Are you or one of your employees a licensed installer in Ohio?  Yes  No
- List the responsible party/installer in your dealership to ensure permit and installation compliance.

Broker/Dealer's License Number	Federal Tax I.D. or EIN Number	Vendor's Number (If applicable)
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- Does this dealership/brokerage have another location within this county?  Yes  No If yes, provide information below. Additional fees will apply (see Page 3). List additional locations on separate sheet.

Business Street Address (Located In Park? <input type="checkbox"/> Yes <input type="checkbox"/> No)				Email Address	
City	State	ZIP Code	Business Phone Number ( )	Fax Number ( )	

- Indicate style of business:

- Proprietorship  Partnership  Corporation  Business Trust  Limited Liability

**\* \$3.50 eLicense system fee**

5. Please list officers of your organization below.

<input type="checkbox"/>	Partner	Last Name	First Name	MI
<input type="checkbox"/>	Vice President			
<input type="checkbox"/>	Trustee	Home Address	Social Security Number	
<input type="checkbox"/>	Director			
<input type="checkbox"/>	Member (Owning 10% or more)	City	State	ZIP Code
<input type="checkbox"/>				

<input type="checkbox"/>	Partner	Last Name	First Name	MI
<input type="checkbox"/>	Secretary			
<input type="checkbox"/>	Trustee	Home Address	Social Security Number	
<input type="checkbox"/>	Director			
<input type="checkbox"/>	Member (Owning 10% or more)	City	State	ZIP Code
<input type="checkbox"/>				

<input type="checkbox"/>	Partner	Last Name	First Name	MI
<input type="checkbox"/>	Treasurer			
<input type="checkbox"/>	Trustee	Home Address	Social Security Number	
<input type="checkbox"/>	Director			
<input type="checkbox"/>	Member (Owning 10% or more)	City	State	ZIP Code
<input type="checkbox"/>				

Any **NEW** members to your organization who are owners, all partners, president, all members owning 10 percent or more, and all trustees **MUST** be electronically fingerprinted and have results forwarded to the Division of Real Estate & Professional Licensing, 77 S. High Street, 20<sup>th</sup> Floor, Columbus, OH 43125. **Officers previously listed under the BMV do not need to be re-fingerprinted.**

Visit <http://www.ohioattorneygeneral.gov/Business/Services-for-Business/WebCheck/Locations> for a complete listing of electronic fingerprinting locations in Ohio.

**Answer each of the following questions truthfully to the best of your knowledge.**

6. **Dealers:** I, as the applicant, (A) affirm that the business listed on this application has a net worth of at least \$75,000 (Net worth = assets minus liabilities), AND (B) has a \$25,000 Surety Bond which will be maintained during the entire period for which the license is held.  Yes  No

**Brokers:** I, as the applicant, (A) affirm that I will maintain a special or bank trust account for the duration of my licensure, AND (B) I have a \$25,000 Surety Bond, which I will maintain during the entire period for which the license is held.  Yes  No

7. Has the applicant or any of the applicant's partners, officers, members, trustees or directors:

A. Been convicted of a felony since your last application?  Yes  No

B. Had a civil judgment rendered against you/him/her since the last application that resulted from doing business as a manufactured home dealer or broker, which remains unsatisfied today?  Yes  No

If you answered yes to either question **A** or **B** above, please provide the following information:

- 1) The court's journal entry showing the final disposition of the judgment;
- 2) The court of jurisdiction that decided the civil judgment;
- 3) That court's case number; and
- 4) The date the civil judgment was issued.

Any arrest that is found on the criminal background check that cannot clearly be identified will require journal entries showing final disposition. **Failure to submit this information will result in a delay in the processing of the application.**

