

4501:1-3-25

**Appeals from registrar's order.**

- (A) When the registrar refuses to issue, renew, or transfer any license, ~~he~~ the registrar shall, by certified mail, return receipt requested, send to the applicant so refused, notice of such order at the address stated in the application and certify ~~his~~ the findings and final order to the board. The notice to the applicant shall set forth the reasons for the registrar's action, refer to the statute or rule directly involved, and state that the applicant has a period of thirty days from the time of mailing of the notice, to file his appeal with the board.
- (B) Such appeal must be by petition, in writing, and verified under oath by the appellant. The petition in appeal must set forth the reason for such appeal and the reason why the order of the registrar is in error. The original and at least one copy shall be filed with the secretary or acting secretary of the board.
- (C) After receipt of such petition in appeal, the secretary or acting secretary of the board shall, by certified mail, return receipt requested, immediately send a notice of hearing to the appellant. The notice of hearing shall contain the date, time, and place of hearing of the appeal. The date set for such hearing shall be within seven to fifteen days after the party has requested a hearing unless otherwise agreed to by both the board and the party. The board may postpone or continue any adjudication hearing upon the motion of any party or upon its own motion.
- (D) The provisions of rules 4501:1-3-16, 4501:1-3-19, 4501:1-3-20, 4501:1-3-21, ~~4501:1-3-22~~, and 4501:1-3-23 of the Administrative Code shall apply to hearings on appeals from the registrar's order in the same manner as regular hearings before the board.

Effective: 1/27/2018  
Five Year Review (FYR) Dates: 11/6/2017 and 11/01/2022

CERTIFIED ELECTRONICALLY

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Certification

01/17/2018

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Date

Promulgated Under: 119.03  
Statutory Authority: 4501.02, 4517.32, 4517.33  
Rule Amplifies: 4517.12, 4517.13, 4517.14, 4517.32, 4517.33  
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