

5101:2-12-05

**License fees and notification requirements for licensed child care centers.**

(A) An application fee of one hundred dollars and a completed JFS 01210 "Application for Child Care License" (rev. ~~8/2008~~7/2010) is required at the time of application for a license to operate a child care center. A fee of fifty dollars and a completed JFS 01210 are required at the time of application for renewal of a license.

(1) ~~An application~~ A JFS 01210 submitted without the application fee is not a valid application and will be returned to the sender.

(2) The application fee submitted with an application shall not be credited or transferred to any other application.

(3) An application fee submitted without a JFS 01210 ~~shall be returned to the sender~~ shall be forfeited.

(4) An application fee is nonrefundable.

(B) A license is valid only for the licensee, administrator, address and license capacity for each age category of children designated on the license.

(1) If a center proposes a change to the administrator, license capacity or center name, the owner of the center shall forward written notice of the proposed change to the department within five business days to request an amended license. There is no fee for an amended license in this circumstance.

(2) If a center proposes a change to its owner or address , the center shall forward written notice of the proposed change to the Ohio department of job and family services (ODJFS) within five business days. All requirements of the initial application process, as specified in rule 5101:2-12-04 of the Administrative Code shall be met, including completion of the JFS 01210 and payment of an initial application fee.

Effective: 07/01/2010

R.C. 119.032 review dates: 02/03/2010 and 07/01/2015

CERTIFIED ELECTRONICALLY

---

Certification

05/21/2010

---

Date

Promulgated Under: 119.03  
Statutory Authority: 5104.011, 5104.03  
Rule Amplifies: 5104.011, 5104.03  
Prior Effective Dates: 3/1/81, 9/1/86, 1/2/92 (Emer.), 4/1/92, 4/1/03, 9/1/07, 3/1/09