

5101:2-12-05

**Application License fees and notification requirements for licensed child care centers licensure/notification of changes.**

- (A) ~~Fees: a~~ An application fee of one hundred dollars and a completed JFS 01210 "Application for Child Care License" (rev. 1/2007) shall be paid 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 shall be paid at the time of application for renewal of a license.
- (1) ~~Any~~ An application submitted without the application fee payment shall be considered invalid is not a valid application and will be returned to the sender for resubmission.
- (2) ~~Fee payment~~ The application fee submitted with an application shall not be credited or transferred to any other application.
- (3) ~~Fee payment~~ An application fee submitted without ~~application~~ a JFS 01210 shall be returned to the sender ~~for resubmission~~.
- (4) ~~Fee payment submitted shall be immediately deposited in the general revenue fund and shall be~~ An application fee is nonrefundable.
- (B) ~~Notification of changes: a~~ A license is valid only for the licensee, administrator, address, and license capacity for each age category of children designated on the license.
- (1) ~~In the event of any change in~~ If a center proposes a change to the administrator, license capacity or center name, the owner of the center shall forward, ~~as soon as possible and no later than five business days,~~ written notice of the proposed change to the department within five business days to request an amended license. There ~~shall be~~ is no fee for an amended license in this circumstance.
- (2) If ~~any a~~ center proposes a changes change to its owner or address as ~~specified in paragraph (C)(1) or (C)(2) of rule 5101:2-12-04 of the Administrative Code,~~ the center shall ~~not only~~ forward written notice of the proposed change to the department, ~~but also file application and fee for initial licensure and meet all requirements specified for initial licensure in rule 5101:2-12-04 of the Administrative Code~~ 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:

R.C. 119.032 review dates: 03/30/2007

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Certification

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Date

Promulgated Under: 119.03  
Statutory Authority: 5104.011, 5104.03  
Rule Amplifies: 5104.011, 5104.03  
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