



Common Sense Initiative

Mike DeWine, Governor
Jon Husted, Lt. Governor

Carrie Kuruc, Director

Business Impact Analysis

Agency, Board, or Commission Name: Department of Commerce, Division of Industrial Compliance

Rule Contact Name and Contact Information:

Aaron Johnston, aaron.johnston@com.state.oh.us

Regulation/Package Title (a general description of the rules' substantive content):

Temporary License Rules for Manufactured Home Inspectors and Installers

Rule Number(s): 4781-7-11 (New); 4781-8-12 (New)

Date of Submission for CSI Review: December 23, 2021

Public Comment Period End Date: January 6, 2022

Rule Type/Number of Rules:

New/2 rule

No Change/ rules (FYR?)

Amended/ rules (FYR?)

Rescinded/ rules (FYR?)

The Common Sense Initiative is established in R.C. 107.61 to eliminate excessive and duplicative rules and regulations that stand in the way of job creation. Under the Common Sense Initiative, agencies must balance the critical objectives of regulations that have an adverse impact on business with the costs of compliance by the regulated parties. Agencies should promote transparency, responsiveness, predictability, and flexibility while developing regulations that are fair and easy to follow. Agencies should prioritize compliance over punishment, and to that end, should utilize plain language in the development of regulations.

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Reason for Submission

1. R.C. 106.03 and 106.031 require agencies, when reviewing a rule, to determine whether the rule has an adverse impact on businesses as defined by R.C. 107.52. If the agency determines that it does, it must complete a business impact analysis and submit the rule for CSI review.

Which adverse impact(s) to businesses has the agency determined the rule(s) create?

The rule(s):

- a. Requires a license, permit, or any other prior authorization to engage in or operate a line of business.
- b. Imposes a criminal penalty, a civil penalty, or another sanction, or creates a cause of action for failure to comply with its terms.
- c. Requires specific expenditures or the report of information as a condition of compliance.
- d. Is likely to directly reduce the revenue or increase the expenses of the lines of business to which it will apply or applies.

Regulatory Intent

2. Please briefly describe the draft regulation in plain language.

Please include the key provisions of the regulation as well as any proposed amendments.

Pursuant to and in an effort to implement the requirements of section 4743.041 of the Revised Code, proposed new rules 4781-7-11 of the Administrative Code and 4781-8-12 of the Administrative Code set forth the requirements that an individual must meet to be issued a temporary manufactured home inspector certification and a temporary manufactured home installer license, respectively. The proposed rules also establish the length of time that the temporary certificates/licenses are valid for and how application for them must be made.

3. Please list the Ohio statute(s) that authorize the agency, board or commission to adopt the rule(s) and the statute(s) that amplify that authority.

R.C. 4740.04, R.C. 4743.041

4. Does the regulation implement a federal requirement? Is the proposed regulation being adopted or amended to enable the state to obtain or maintain approval to administer and enforce a federal law or to participate in a federal program?

If yes, please briefly explain the source and substance of the federal requirement.

No. No.

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5. If the regulation includes provisions not specifically required by the federal government, please explain the rationale for exceeding the federal requirement.

Not applicable.

6. What is the public purpose for this regulation (i.e., why does the Agency feel that there needs to be any regulation in this area at all)?

The 133rd General Assembly enacted section 4743.041 of the Revised Code, requiring all agencies to issue a temporary occupational license to members of the military and their spouses if they meet certain qualifications. Division (H) of section 4743.041 of the Revised Code states that all impacted agencies “shall adopt rules under Chapter 119. of the Revised Code as necessary to implement this section.” Accordingly, the public purpose of the proposed new rules is to implement section 4743.041 of the Revised Code, to allow for temporary manufactured home inspector certifications and temporary manufactured home installer licenses.

7. How will the Agency measure the success of this regulation in terms of outputs and/or outcomes?

The rules are successful when: 1) Eligible individuals are able to obtain temporary manufactured home inspector certifications and installer licenses in a timely manner, and 2) the Department has clear guidelines that will allow it to efficiently and effectively implement the requirements of section 4743.041 of the Revised Code. The success of the proposed rules will be measured by eliciting feedback from the public, stakeholders, and any interested parties regarding the clarity and impact of the rules.

8. Are any of the proposed rules contained in this rule package being submitted pursuant to R.C. 101.352, 101.353, 106.032, 121.93, or 121.931?

If yes, please specify the rule number(s), the specific R.C. section requiring this submission, and a detailed explanation.

No.

Development of the Regulation

9. Please list the stakeholders included by the Agency in the development or initial review of the draft regulation.

If applicable, please include the date and medium by which the stakeholders were initially contacted.

Please see the “BIA Attachment A.”

10. What input was provided by the stakeholders, and how did that input affect the draft regulation being proposed by the Agency?

Stakeholders were notified of the proposed rule and provided with an opportunity to give input. The Ohio Department of Commerce did not receive any stakeholder comments or input requesting changes to the proposed rule package.

11. What scientific data was used to develop the rule or the measurable outcomes of the rule? How does this data support the regulation being proposed?

No scientific data was used to develop the rules.

12. What alternative regulations (or specific provisions within the regulation) did the Agency consider, and why did it determine that these alternatives were not appropriate? If none, why didn't the Agency consider regulatory alternatives?

The rules were drafted to implement and follow the statutory requirements of section 4743.041 of the Revised Code. Alternative regulations could not be considered to comply with section 4743.041 of the Revised Code.

13. Did the Agency specifically consider a performance-based regulation? Please explain. *Performance-based regulations define the required outcome, but don't dictate the process the regulated stakeholders must use to achieve compliance.*

The rules were drafted to implement and follow the statutory requirements of section 4743.041 of the Revised Code. As section 4743.041 of the Revised Code does not have performance-based requirements, performance-based regulations could not be considered in proposing these new rules.

14. What measures did the Agency take to ensure that this regulation does not duplicate an existing Ohio regulation?

Section 4781.04 of the Revised Code authorizes and requires the Division of Industrial Compliance to promulgate rules regarding the certification of manufactured home inspectors and the licensing of manufactured home installers. No other entity is required or permitted to adopt rules regarding these subjects. Additionally, the proposed rules could not duplicate an existing Ohio regulation as they were created to implement the requirements of section 4743.041 of the Revised Code, which was just recently enacted. Finally, a thorough review of the Revised Code and Administrative Code was performed to ensure the proposed rules do not duplicate an existing Ohio regulation.

15. Please describe the Agency's plan for implementation of the regulation, including any measures to ensure that the regulation is applied consistently and predictably for the regulated community.

The Ohio Department of Commerce and the Division of Industrial Compliance will notify the stakeholders and the industry about this rule package, will train its staff on its implementation, and will also be available by telephone, mail, and e-mail to answer any questions from the industry and the public.

Adverse Impact to Business

16. Provide a summary of the estimated cost of compliance with the rule. Specifically, please do the following:

- a. Identify the scope of the impacted business community; and
- b. Identify the nature of all adverse impact (e.g., fees, fines, employer time for compliance,); and
- c. Quantify the expected adverse impact from the regulation.

The adverse impact can be quantified in terms of dollars, hours to comply, or other factors; and may be estimated for the entire regulated population or for a representative business. Please include the source for your information/estimated impact.

For rule 4781-7-11:

- The scope of the impacted business community includes manufactured home inspectors.
- The nature and amount of the adverse impact of this rule is:
 - Reporting of information: Prospective temporary manufactured home inspectors must submit an application for a temporary manufactured home inspector certification, proof that the applicant holds a valid inspector certification issued by another state/jurisdiction, proof that the applicant or applicant's spouse is on military duty in Ohio, and a criminal records check. The estimated time needed to obtain the required information to submit will vary depending on the individual, but could take up to two or three hours.
 - Likely to increase the expenses of the lines of business to which it will apply: Prospective temporary manufactured home inspectors will incur some costs (\$25.00 to \$50.00) to obtain a criminal records check to submit with their applications. Said costs will be paid to another entity, not to the Department.

For rule 4781-8-12:

- The scope of the impacted business community includes manufactured home installers.
- The nature and amount of the adverse impact of this rule is:

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- Reporting of information: Prospective temporary manufactured home installers must submit an application for a temporary manufactured home installer license, proof that the applicant holds a valid installer license issued by another state/jurisdiction, proof that the applicant or applicant's spouse is on military duty in Ohio, and a criminal records check. The estimated time needed to obtain the required information to submit will vary depending on the individual, but could take up to two or three hours.
- Likely to increase the expenses of the lines of business to which it will apply: Prospective temporary manufactured home installers will incur some costs (\$25.00 to \$50.00) to obtain a criminal records check to submit with their applications. Said costs will be paid to another entity, not to the Department.

17. Why did the Agency determine that the regulatory intent justifies the adverse impact to the regulated business community?

All potential adverse impacts to the regulated business communities are mandated by section 4743.041 of the Revised Code and Chapter 4781 of the Revised Code. Section 4743.041 of the Revised Code requires all agencies offer a temporary version of any occupational license an agency may issue, subject to its specific terms, and section 4781.04 of the Revised Code requires the Division of Industrial Compliance to adopt rules that govern the inspection of manufactured housing installations and the licensing of manufactured home installers. Those referenced sections of the Revised Code reflect a determination by the Ohio General Assembly that the need to protect the safety of manufactured housing occupants justifies the adverse impact to the regulated business communities. As the proposed rules require minimal expense and time be incurred to prove eligibility and compliance, the important public interests served by these regulations far outweigh the limited adverse impact.

Regulatory Flexibility

18. Does the regulation provide any exemptions or alternative means of compliance for small businesses? Please explain.

No, the proposed rules do not provide any exemptions or alternative means of compliance for small businesses. The proposed rules merely implement the requirements of section 4743.041 of the Revised Code as it applies to manufactured home inspector certifications and installer licenses. As section 4743.041 of the Revised Code does not provide an exemption or alternative means of compliance for small businesses, neither do the proposed rules. Additionally, the proposed rules apply to individuals only. A business entity is not, by itself, eligible for a temporary manufactured home inspector certification or installer license. Accordingly, there is no exemption or alternative means of compliance for small businesses because small businesses are not subject to the proposed rules.

19. How will the agency apply Ohio Revised Code section 119.14 (waiver of fines and penalties for paperwork violations and first-time offenders) into implementation of the regulation?

The Ohio Department of Commerce and the Division of Industrial Compliance have been and remain committed to working with all regulated parties to ensure that any paperwork offenses are resolved without a negative consequence for first-time offenders. Typically, the Division of Industrial Compliance (and any of the entities involved in the certifying or licensing of inspectors and installers) notifies a party of any paperwork mistakes or violations (regardless of whether it is the party's first paperwork error) and assists the party in making any necessary corrections. All reasonable efforts are made to provide an opportunity to remedy non-compliances before fines or penalties are considered.

20. What resources are available to assist small businesses with compliance of the regulation?

The Division of Industrial Compliance and the two entities that handle the certification and licensing of manufactured home inspectors and installers (Board of Building Standards ("BBS") and Ohio Construction Industry Licensing Board ("OCILB")) are easily accessible by e-mail, mail, and telephone for questions or requests for assistance, and their websites also provides resources and contact information for inquiring parties. The Ohio Department of Commerce, Division of Industrial Compliance, BBS, and OCILB all strive to provide great customer service, and helping regulated parties achieve compliance has been and remains a priority.

MHP Stakeholder List:

Constant Contact list maintained by Department of Commerce, downtown location.

jwork@adamscountyhealth.org; whablitzel@adamscountyhealth.org; bnartker@allenhealthdept.org;
kluhn@allenhealthdept.org; bkelly@allenhealthdept.org; jhelbert@ashlandhealth.com;
hreffett@ashlandhealth.com; pdonaldson@ashlandhealth.com; rsaporito@ashtabulacountyhealth.com;
terri.collett@cityofashtabula.com; christine.hill@cityofashtabula.com;
pmcgarry@athenspublichealth.org; jpepper@athenspublichealth.org; ofisher@auglaizehealth.org;
bchd@belmontcountyhealth.com; rlucas@belmontcountyhealth.com;
rsproul@belmontcountyhealth.com; dshook@belmontcountyhealth.com;
karn@browncountyhealth.org; boh@butlercountyohio.org; cgrossman@carroll-lhd.org;
ACampbell@carroll-lhd.org; gjones@champaignhd.com; arussell@champaignhd.com;
antonio.young@cincinnati-oh.gov; angela.uran@cincinnati-oh.gov; lois.johnson@cincinnati-oh.gov;
lshaffer@ccchd.com; cpatterson@ccchd.com; jnesbit@clermontcountyohio.gov;
mvijayan@clermontcountyohio.gov; mgordon@city.cleveland.oh.us; pbauer@clincohd.com;
mjohannes@clincohd.com; tbernard@clincohd.com; wwins@columbiana-health.org;
emmerritt@columbus.gov; jmperler@columbus.gov; skennedy@conneauthealth.org;
zachfanning@coshoctoncounty.net; stevelonsinger@coshoctoncounty.net;
joe.garrett@cityofcoshocton.com; steve.jozwiak@crawfordhealth.org; rnovickis@ccbh.net;
ginger.magoto@darkecountyhealth.org; terrence.holman@darkecountyhealth.org;
jody.hocker@darkecountyhealth.org; darkecoh@darkecountyhealth.org;
healthcommish@defiancecohealth.org; deh@defiancecohealth.org; shiddleson@delawarehealth.org;
sburke@delawarehealth.org; rengland@echdohio.org; mjanowich@echdohio.org;
cward@echdohio.org; kelly.spindler@fairfieldcountyohio.gov; larry.hanna@fairfieldcountyohio.gov;
fayecohd@fayette-co-oh.com; rick.garrison@fayette-co-oh.com; fcph@franklincountyohio.gov;
nikilemin@franklincountyohio.gov; robertsealock@franklincountyohio.gov;
jeffgibbs@franklincountyohio.gov; charliebroschart@franklincountyohio.gov;
kcupp@fultoncountyoh.com; pwiemken@fultoncountyoh.com; andrea.barnes@galionhealth.org;
trish.factor@galionhealth.org; john.mckean@galliaocohealth.org; gevallee@galliaocohealth.org;
dsage@geaugacountyhealth.org; info@geaugacountyhealth.org; jwebb@gcph.info;
info@guernseycountyhealthdepartment.org; cindy.hogg@hamilton-oh.gov; greg.kesterman@hamilton-
co.org; jeremy.hessel@hamilton-co.org; lsummit@hancockph.com; kbaroudi@hancockph.com;
ebattistel@harrisoncountyohio.org; jlindsay@henrycohd.org; amccoppin@highlandcountyhealth.org;
whannahchd@gmail.com; dfisherhchd@gmail.com; mderr@holmeshealth.org;
echerry@huroncohealth.com; dramby@jchd.us; kaston@jchd.us; tbarr@jchd.us; gradabaugh@jchd.us;
jodi@jchealth.com; fklinger@jchealth.com; marc@jchealth.com; annette@jchealth.com;
kelly@jchealth.com; slotts@hardinhealth.org; noverholt@knoxhealth.com; eh@knoxhealth.com;
lbelangia@knoxhealth.com; rgraham@lcghd.org; cloxterman@lcghd.org; dlark@lcghd.org;
lawcohd@lawcohd.org; mmullins@lawcohd.org; srudd@lawcohd.org; cbrown@lickingcohealth.org;
tsmith@co.logan.oh.us; cbramlage@co.logan.oh.us; jlis@loraincountyhealth.com;
dcovell@loraincountyhealth.com; 4403220911@fax2mail.com; zgodzine@co.lucas.oh.us;
jmichaelson@madisonpublichealth.org; Rtekac@mahoninghealth.org; barbbradley@mariettaoh.net;

annegoon@mariettaoh.net; tpigman@marionpublichealth.org; tkinsler@marionpublichealth.org;
targent@massillonohio.gov; kwasowski@medinahealth.org; steve.swatzel@meigs-health.com;
mkimmel@mchdohio.org; info@miamicountyhealth.net; jackiep@cityofmiddletown.org;
carlae@cityofmiddletown.org; mchd@monroecountyohio.com; john.shreve@monroecountyohio.com;
jwentzel@phdmc.org; carrie.lang@morgancounty-oh.gov; jeff.michaels@morgancounty-oh.gov;
stephanie.zmuda@morrowcountyhealth.org; stephanie.bragg@morrowcountyhealth.org;
vionno@newphilaoh.com; lfinley@newphilaoh.com;; kirby.moore@noblecohd.org;
shawn.ray@noblecohd.org; jbingham@ottawahealth.org; jwittman@ottawahealth.org;
pchd@pcohhd.com; carols@pcohhd.com; aderolphpchd@gmail.com; ccookpchd@gmail.com;
contact@pchd.org; cschwalbauch@pchd.org; rwilliams@pike-health.org; awelker@piquaoh.org;
jdiorio@portagehealth.net; mhsmith@portagehealth.net; dstall@portagehealth.net;
andrew.gedeon@portsmouthoh.org; josh@preblecountyhealth.org; kim.rieman@putnamhealth.com;
jharrod@richlandhealth.org; logan@rosscountyhealth.org; eh@rosscountyhealth.org;
tjones@rosscountyhealth.org; mbowen@scpublichealth.com; bbrown@scpublichealth.com;
schd@sciotocty.net; melissa.spears@sciotocty.net; lwallrabenstein@senecahealthdept.org;
kthom@senecahealthdept.org; azeigler@senecahealthdept.org;
kent.topp@shelbycountyhealthdept.org; bethconrad@shelbycity.oh.gov;
depasqualep@starkhealth.org; norrisk@starkhealth.org; tburford@schd.org; dskoda@schd.org;
snemecek@schd.org; brollins@schd.org; hewilste@co.trumbull.oh.us; director@tchdnow.org ;
jason.orcena@uchd.net; marcia.dreiseidel@uchd.net; melissa.henry@uchd.net;
bmenchhofer@vanwertcountyhealth.org; jmcmmanis@vintonohhealth.org; cbalster@wcchd.com;
dstansbury@wcchd.com; mbartholomew@warren.org; jmay@warren.org; jlane@wcgov.org;
vanderson@wayne-health.org; jim.watkins@williamscountyhealth.org;
brad.price@williamscountyhealth.org; jacob.ziegler@williamscountyhealth.org; lglore@co.wood.oh.us;
Environmental@co.wood.oh.us; envhealth@co.wyandot.oh.us; coreyh@zmchd.org;
thomas@zmchd.org; adamd@zmchd.org;

Stakeholder	Email Address
Manufactured Homes Program's Constant Contact List	Communications has list
Ohio Department of Health	ODHRules@odh.ohio.gov ; lisa.griffin@odh.ohio.gov
Ohio Fire Chiefs Association	michelle@fitzgibbongroup.com
Ohio Building Officials Association	jcheatham@safebuilt.com ; nmontan@ecohba.com ; decker@cityofmentor.com
Ohio Township Association (OTA)	myers@ohiotownships.org
Ohio Association of Plumbing Inspectors (OAPI)	fbrykalski@richlandhealth.org
International Code Council	mnoble@orangetwp.org ; croblee@iccsafe.org
Ohio Board of Building Standards (BBS)/Residential Construction Advisory Committee (RCAC)	rhanshaw@com.state.oh.us
Ohio Construction Industry Licensing Board (OCILB)	dic.ocilb@com.state.oh.us
Association of Manufactured Home Residents in Ohio	frank.pojman@gmail.com
HUD - Manufactured Housing Program	teresa.l.payne@hud.gov
International Association of Electrical Inspectors - Ohio Chapter	ohiochaptersecretary@gmail.com
Ohio Manufactured Homes Association (OMHA)	twilliams@omha-usa.org ; areichman@omha-usa.org
Ohio EPA	gretchen.craycraft@epa.ohio.gov
Ohio Association of Realtors	williams@ohiorealtors.org
Ferdinand Meyer	trace@pmsc1.com
ABLE/LAWO (Advocates for Basic Legal Equality/Legal Aid of Western Ohio)	kgarrettharshaw@ablelaw.org
Community Legal Aid	info@communitylegalaid.org
Legal Aid Society of Southwest Ohio	smoes@lascinti.org
Southeastern Ohio Legal Services	mdutton@oslsa.org
Ohio Public Health Association	jweaver@ohiopha.org
Ohio Clerk of Courts Association	tdankovic@guernseycounty.org
Ohio Association of Municipal/County Court Clerks	laurie@cambridgemunicipalcourt.com
Ohio Department of Public Safety	rules@dps.ohio.gov ; mjgrilliot@dps.ohio.gov
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Fax Numbers	
Ohio County Commissioners Association	Fax: 614-221-6986
Ohio Municipal League (OML)	Fax: 614-221-4390
Ohio State Fire Council	Fax: 614-752-7213
Legal Aid Society of Cleveland	Fax: 216-586-3220
Legal Aid Society of Columbus	Fax: 614-224-4514

Email address	First name	Last name
tdiaz881@gmail.com	Tony	Diaz
ms_rt@msn.com	Tomeka	Wright
marksauto65@juno.com	mark	
Khyme@hotmail.com	Kimberly	
Tmhuebner@muskogumcounty.org	Tina	
OHDA.maintenance@rvhmanagment.com	Sean	Estepp
woodworth1244@gmail.com	Debra	Woodworth
jgibson@inspectit1st.com	James	Gibson
Dierra.deboe@kingthompson.com	Dierra	Deboe
vernonwengerd@gmail.com	Vernon	Wengerd
mcnulty.jill@yahoo.com	Jill	
janet44035@yahoo.com	Janet	
betsytanner@embarqmail.com	Betsy	
karee.awls@impactmhc.com	Karee'	
mmoye2@com.state.oh.us	Michelle	
sheehegroup@gmail.com	9/17/2003	Sheehe
lmyunker@gmail.com	Lisa	
mooresweet@frontier.com	Jennifer	
mfarrell@co.lucas.oh.us	Michael	
terry@kayedwards.com	Reginald	Nelson
barney071114@gmail.com	Rachael	Houser
markbrady@realtor.com	Mark	Brady
ghall@wcgov.org	Gale	
janetgilbert@suddenlinkmail.com	Janet	
jlangley2640@gmail.com	Jody	Langley
TIMOTHYP.SKI@GMAIL.COM	TIM	Polakowski
rebasesells@gmail.com	3/10/2009	Bumb
jlehomes@gmail.com	Mitzie	
smugrage@meigscountyclerkofcourts.com	Samantha	
brandy.jacques@icloud.com	Brandy	Johnson
kelsey.souto@wsaz.com	Kelsey	Souto
kingbl13@gmail.com	brenda	
tiffcornett.realtor@gmail.com	TIFFANY	CORNETT
eiermannnd@yahoo.com	Dewi	
susiebraskett@yahoo.com	Susan Braskett	braskett
ceverett@shelbycountyclerkofcourts.com	Chell	
state@uhm.com	Union	Home
diane.autoquick@live.com	11/19/2019	Mortgage
rjacobson@catic.com	Richard	Kennan
oj5972@outlook.com	Otha	Jacobson
tondabrown8@gmail.com	Tonda	Jarvis
jswanson@medfed.com	Jenna	Brown
Brandon.kern@tos.ohio.gov	Brandon	Kern
karonali@gmail.com	Karon	Tolbert
geneva.davis@gmail.com	Geneva	
sbalderson@centurylink.net	Steve	
pattypalomaohio@gmail.com	Patty	
steveniple@gmail.com	Steve	Niple
info@hankslocal.com	Chris	Shay

greenstarr@yahoo.com	DEB	WILSON
diane.geiser@srcharitycinti.org	Diane	
zyonhamilton18@gmail.com	Zyon	
mcdowellashley91@gmail.com	Ashley	McDowell
sbrown@ci.sandusky.oh.us	S.	Brown
rnutter123@hotmail.com	Ronnie	Nutter
trkerj34@yahoo.com	John C. Ropp	
kelly.mcguire@com.state.oh.us	Kelly	Mcguire
tmankin1980@gmail.com	Tami	Mankin
trip.hamilton1@gmail.com	Trip	Hamilton
antohns.mom@gmail.com	Angela	
john.overmier@tiedown.com	John	
elizabeth@ebirchlaw.com	Elizabeth	
s_ruiz34@hotmail.com	Stephanie	Cornute
steven.beers@com.state.oh.us	Steven	Beers
jefftock@argowealth.com	Jeffrey	Tock
scavonerealestate@gmail.com	CHRISTINA	SCAVONE
sammiebrown@danberry.com	Sammie	Brown
pricehillbob@gmail.com	Robert	
portagepacer@aol.com	James Demitrus	
marla.stella@att.net	Marla	Stella
sleever@ymail.com	Sarah	
vanessa.tower@yahoo.com	Vanessa	
plee@seols.org	Peggy	
pandora.neuhart@monroecountyohio.com	Pandora	
kslessman@co.ottawa.oh.us	Karen	
amy.cbplus1@gmail.com	Amy	Lauth
jcdutro@yahoo.com	Joe	
buckeyebeachpark@gmail.com	BONITA	BAIR
weir110@yahoo.com	franklin	
monicanail.c21@gmail.com	Monica	Nail
wyngatemormhi@gmail.com	Ilene	
speezyq2@aol.com	Michelle	Spies
samzach2014@outlook.com	Sam	
pritter@holidaygroups.com	Paul	
Alan@newdoverestates.com	Alan	
remaxpov@gmail.com	Paula	McHenry
amwright78@gmail.com	Anthony	Wright
mdavis@shelbycountyauditors.com	Michelle	
tnavera@bizjournals.com	Tristan	
fkrutaumh@yahoo.com	Frank Kruta	
jayne.gregory@brokersold.com	Jayne	Gregory Messmer- Frame
hmessmerusa1@gmail.com	Heather	
megan@midwest-appraisal.com	10/17/2014	Schnipke
shoffman339@att.net	Stacey	Hoffman
rtucker@lascinti.org	Rhonda	Tucker
marykaye2008@hotmail.com	Shawna Kimdell	
ohda.maintenance@rvhmanagement.com	Sean	Estepp
mpwallenhorst@gmail.com	Michael	
howardbrian79@yahoo.com	Brian	

tkarazim@unionhomemortgage.com	Todd	Karazim
krsacok4@aol.com	Angel	Krsacok
debby.wilbur@stylecrest.net	debbt	
sualice32@gmail.com	Courtney	Kraus
hlane@fkwdlaw.com	Howard	
clerkofcourts@russellspoint-oh.gov	Dianne	
areichman@omha-usa.org	Andrea	Reichman
michelle.jarboe@gmail.com	Michelle	Jarboe
cgwolfe@aol.com	Charles	
yourmhparkmaint@gmail.com	Randy	
wayland.glen.ltd@gmail.com	Trenton	Alderman
jaymirae@gmail.com	Jaymi	Binkley
angel@rivervalleymhc.com	Angel	
mahamadou.traore@hotmail.com	Mahamadou	TRAORE
mcilroy74@gmail.com	Mimi	McIlroy
packy@padsmart.com	Packy	Hyland
revonne2017@gmail.com	Reonne	arrington
wickert3@gmail.com	William	
conail@co.hocking.oh.us	Christy	
Brycefairchild1983@gmail.com	Joseph	
ammie@havenparkmgmt.com	Ammie	
evan@williamsburgsquare.com		
npalcic@comey.com	Nicole	Palcic
mapco60@gmail.com	Mark	
joycerogerstw@gmail.com	Joyce	
rebeccamellino@magrann.com	Rebecca	
sheinau5@aol.com	Sheila	Nause
dyoung@cros.net	Dave	
targetconstruction@comcast.net	phillip	
ptc45885@gmail.com	jack	
ccombs@hoildaygroups.com	Carol	
dstansbury@wcchd.com	duane	
LEBENSRAUM2@CASINTERNET.NET	HOWARD	BALDWIN
nnickolette@havenparkmgmt.com	NolaMarie	
fquinn@heritageohio.org	Frank	
charleneslones@gmail.com	Charlene	Slones
toddthehomeinspector@gmail.com	Todd	Engle, CMI
ginger.magoto@darkecountyhealth.org	Ginger	
justin@cook-companies.com	Justin	
terrie@sinclairre.net	Terrie	
jrothfhc@bizwoh.rr.com	Jim	
meigsmobilehome@suddenlinkmail.com	Bev	
herbanj@yahoo.com	Joe	Herban
king5000vip1@gmail.com	Philip	
marcusparkview@gmail.com	Marcus	
markagillespie@gmail.com	Mark	Gillespie
dan.wyman64@gmail.com	Dan	
es7070@hotmail.com	Eliette	
lmccelyea1@gmail.com	Lana	McElyea Young- McCants
kym722@roadrunner.com	Kimberly	

manager@cincinnatusinspections.com	Tammy	
kathy@allpointsrealty.us	Kathy	Holmes
ramubey11785@gmail.com	REUBEN	EDWARDS
fcullen101@gmail.com		
rachael.carl@com.state.oh.us	Carl, Rachael	Carl
cheyennepeck@howardhanna.com	Cheyenne	Peck
ryanwilkins@franklincountyohio.gov	Ryan	Wikins
trinaann2010@gmail.com	Trina	Adams
naweedmh007@gmail.com	Navidullah	Mohammadi
jenlog69@gmail.com	Jennifer	
ricks37ford@gmail.com	Rick	
hepaolon@co.trumbull.oh.us	Julie	
htorres@communitylegalaid.org	Holly	
knute@tiedown.com	Knute	
jschoonover@fortrecovery.org	Jenn	Schoonover
john3346@yahoo.com	John	
saridaisy@gmail.com	Sari	Young
john@greenheartcompanies.com	john	angelilli
jvl@jvllaw.com	James Loiacono	
zbreese@kw.com	Zoey	Breese
falguniki@gmail.com	falguni	patel
olmstedbirite@gmail.com	SHILPA	PATEL
k3james@att.net	Kiki	James
drupel@ohaspahlt.com	David	Rupel
wittdeb4@gmail.com	Debbie	
dcollins@krchrealty.com	Don	Collins
jon.mccreath@npiweb.com	Jon	McCreath
rduncan@cutlerhomes.com	Rachel	Duncan
melissa.mcowner@cbws.com	Melissa	McOwen
estherrupe@gmx.com	Esther	
stephanie.zmuda@morrowcountyhealth.org	Stephanie	
youprosper@gmail.com	Mark	Leopold
karengrier7@gmail.com	Karen	Grier
sewsew8958@gmail.com	S	
eanstaett@dltlaw.com	Elizabeth Anstaett	Anstaett,
monica.moening@gmail.com	monica	Elizabeth
jazzie.grove@gmail.com	jazzie	moening
chris.rednour@com.state.oh.us		grove
tbauch@kw.com	tom	Bauch
stibbits@radcoinc.com	Shawn	Tibbits
workingwithdee@gmail.com	Deanna	Stevens
angelasaccting@gmail.com	Angela	
noretton22@gmail.com	Carl	Noretto
matfd27@gmail.com	Keisha	Amspaugh
czarinafini@gmail.com	Czarina	Fini
donald13f@live.com	Donald	Forshey
September.Coyne@tos.ohio.gov	September	Coyne
Ian.Lehrer@pfsteco.com	Ian	Lehrer
indianlakehh@gmail.com	Kelly	

northwoodconsultant@gmail.com	Sam	
bklakamp@co.wood.oh.us	Bryan	
bcromes@portageco.com	Brad	
ddubinsky@horizonlm.com	Daniel	
j.langwell@hotmail.com	James	
news@nbc24.com	Keith	Conner
klloyd0014@gmail.com	Kristy	Lloyd
salamonekass@gmail.com	Kathleen	Salamone
Dacox@woodlamping.com	Daniel	Coz
cdbyers@aep.com	Crystal	
teresa.ketchellc21@gmail.com	Teresa	Ketchell
dallas.hatfieldrealestate@gmail.com	JONNY	DALLAS
jeannie@erahomenetwork.com	Jeannie	Bailey
tayronaconstructionllc@gmail.com	Raul	Etayem
spendergass@co.champaign.oh.us	Sharon	
ellen.gerber@epa.ohio.gov	Ellen	
jessica.krajewski@com.state.oh.us	Jessica	Krajewski
patrick.reardon@com.state.oh.us	Patrick	Reardon
mariegbibley2010@gmail.com	Brittney	Gibson
annawyatt26@gmail.com	Anna	Wyatt
treasurer@ashtabulacounty.us	Dawn	
pwiemken@fultoncountyoh.com	Patricia	
shelli.street@gmail.com	Shelli	
jeclay@zoominetnet.net	Jeremy Clay	
staciwalter@hotmail.com	Staci	
wrbn84@gmail.com	William	
pauline.weaver@remax.net	Pauline	
timpacker@rocketmail.com	Timothy	Packer
chasnicholsrealtor@gmail.com	Chastity	Nichols
spoulin@bgsu.edu	Stepha	
robfei@msn.com	Rob	
adecatur@kw.com	Annette	Decatur
kkclark83@yahoo.com	Kurt	Clark
newsdesk@wews.com	Devon	Marti
crystalinspire20@gmail.com	Crystal	
curtsigg@gmail.com	Curt	Sigg
vjwilgar@yahoo.com	Versietta	WilliamsGarrett
blank1955@aol.com	barb	
powerfull1god@gmail.com	Bobbyjean Wireman	Wireman
Vohukill@frontier.com		
tgrytafey@lawolaw.org	Toby	
hewilste@co.trumbull.oh.us	Kris	
jrbender@cinci.rr.com	Jim	Bender
gabezader@yahoo.com	Gabe	
mcdwaitnc@aol.com	Marsha	
anisharora@hotmail.com	Anish	Arora
twansitler@woodcountyohio.gov	Travis	
cdjffemt@yahoo.com	Chad	Jendrzejak
janetmccall75@gmail.com	Janet McCall	

devongamblerealtor@gmail.com	Devon	Gamble
ebarrett@sibcycline.com	Eric	Barrett
vlanders@envoymortgage.com	Vicki	Landers
david.denzy@colliers.com	David	Denzy
kdlrealestate4@gmail.com	LaToya	Cook
lbryson331@gmail.com	Lashawnda	Bryson
pli4u@aol.com	Steve	keeney
olmedai214@gmail.com	Isabel	Olmeda
bstanisha711@yahoo.com	Tanisha	Bumpers
jacque.holden@yahoo.com	Jacque	Holden
chrissy.houghtaling@gmail.com	Christina	Houghtaling
northwoodestatesmh@gmail.com	Melissa	
sue.triggs@monroecountyohio.com	Susan	
dramby@jchd.us	David	
manikandan05@gmail.com	Manikandan Kizhupada	
rob.geissman@villageoflodi.com	Robert	Geissman
vhovland@genoabank.com	Valerie	Hovland
dmcginnis28@gmail.com	David	McGinnis
cindy@crawford-co.org	Cindy	
dwaynerowalt@gmail.com	Dwayne	Rowalt
seanbuck123@gmail.com	Sean	
james@loyaltyinspectors.com	James	Gaither
lkrinzman@mfghome.org	Lee	
danielteam4u@aol.com	Juanita	Daniel
bola.david.o@gmail.com	David	Bola
noverholt@knoxhealth.com	Nate	
iyermegan@gmail.com	Megan	
jersha.2004@gmail.com	Sharon	
twilliams@omha-usa.org	Tim Williams	Williams
sara.bird@lascle.org	Sara Bird	
avenyo17@gmail.com	Jules	Danhui
jeff@alpineohio.com	4/30/2008	Raser
amy@pmsc1.com	Amy	
rwjeep97@gmail.com	Richard	
staceygip44@gmail.com	Stacey	Gipson
sferrebee@tprsold.com	Steve	Ferrebee
elcheapbo@yahoo.com	Edward	Freeman
alowe0121@gmail.com	Amanda	Lowe
stanleyr7@sbcglobal.net	Stanley	
rreid@co.delaware.oh.us	Ron	
lglore@woodcountyohio.gov	Lana	
alethajohnson@icloud.com	Aletha	Johnson
christinawallace54@yahoo.com	christina	wallace
harbourtown@ftipm.com	Jeff	
manager@westgatevillage.onmicrosoft.com	Sandy	
dirck.everhart@eramartin.com	Dirck	Everhart
dkt.hertzog@gmail.com	Kelly	
jessica.hill.parker@gmail.com	Jessica	Hill
verniecv@gmail.com	Veronica	Davidson

hepop@co.trumbull.oh.us	Steve	Pop
jill.leatherman@gmail.com	Jill Worthington Leatherman	
jfilling@columbus.rr.com	Jill	
jglancy@sibcycline.com	Jessica	Glancy
moran.nusbaum@com.state.oh.us	Moran	Nusbaum
christa.myers1971@gmail.com	Christa	
michelle.jarboe@crain.com	Michelle	Jarboe
carla@benschaeferrealty.com	Carla	Wickham
kara@garlandinspection.com	Kara	
rerhcj@gmail.com	Darrell	
wherron1@gmail.com	William	Herron
272hard@gmail.com	Debbie	
tree47@frontier.com	Zona	
miasautter@yahoo.com	mia	
donnienichols@merritt-re.com	Donnie	Nichols
kelly@soldbylakeshore.com	Kelly	Westgerdes
k.manring@aol.com	Kathy	
mbvg4@icloud.com	Martin	Van Gundy
cyndi.layton@c21frankfrye.com	Cyndi	Layton
jmessler@insight.rr.com	Joseph	
cunningham.m1980@gmail.com	Melissa	Cunningham
afreshstart2me@gmail.com	Ericka	Jones
jmaughmers18@gmail.com	Jazmine	Maughmer
johnizzo@grafflaw.com	John	Izzo
rebecca.hampton@herrealtors.com	Rebecca	Hampton
aadams0401@gmail.com	April	
tforeman@suncommunities.com	Tracey	
justin.burke@epa.ohio.gov	Justin	
jemiller@knoxhealth.com	Julie	
jennifer.omeara@irongaterealtors.com	Jennifer	Omeara
lmccandlish5@gmail.com	Lisa	McCandlish
erica.snodgrass@pikeauditoroh.org	Erica	
jon@modular.org	Jon	Hannah
brian.hall@epa.ohio.gov	Brian	
christopher.quick@com.state.oh.us	CHAVIS	QUICK
backley@ackleyorg.com	Benjamin	
diane.k1@outlook.com	Diane	Kennan
graysaffordablehomes@gmail.com	Walter Gray & Sons	
rwindle2@icloud.com	Ralph	
hello@ashlandrealty.net	Jenna	
dritchie@sibcycline.com	Debbie	Ritchie
bls120@case.edu	Beresford	Sweeney
j.fisher@united-realtors.com	Jamie	
casale100@yahoo.com	Susan	
stonehomes@outlook.com	Jayln	Stone-Tyler
oakwoodmobilehomepark@yahoo.com	Stacy	
Michael@FreeholdRE.com	Michael	
Billytolliver35@icloud.com	Billy Tolliver	

gkaple@neo.rr.com	Gene	
meadowsnlb@gmail.com	Josh	
bernadettegerren316@gmail.com	BERNADETTE	GERREN
michael.pooley@com.state.oh.us	Michael	Pooley
paul@teampaulb.com	Paul	Bogenschutz
andrew@keelteam.com	Andrew	
jrcoey67@gmail.com	Jennifer	Coey
cheyenne44663@gmail.com	Cheyenne	Postlethwait
bmfairlandsinc@aol.com	Barbara Miller	
mnesline@dpisohio.com	Mark	Nesline
missy.lawwill@gmail.com	Melissa	Lawwill
vincepopo012251@gmail.com	Vince	
buildingofficial@oberlin.com	Thomas	
mmiller@shumaker.com	Marcus	Miller
wolford44266@hotmail.com	Sharon	
TPuffenberger@gkplaw.net	Tom	
hnh@hook-n-haul.com	nicole	
browneyegirl1960@outlook.com	kelly	english
columbiaparkhta@webtv.net	Frank	Pojman
mistydesjarlais24@yahoo.com	Misty	Desjarlais
mathew@mahonservices.com	Mathew	
innashvetshomes@gmail.com	Inna	Shvets
gypsyjammer2@gmail.com	Barb	
trachissam@howardhanna.com	Traci	Hissam
hekramer@co.trumbull.oh.us	Steve	
jhaysley@gmail.com	Jeremy	Haysley
msnow@bgoohio.org	Matthew	Snow
stephaniezader@gmail.com	Stephanie	
rmayell@greatlakesway.com	Richard	
sciotoestates@hotmail.com	Terri	
zachfanning@coshoctoncounty.net	zach	
bev.burck@fuse.net	Bev	
milastar23@icloud.com	Sharla	Milam
redoak.acctg@gmail.com	Beverly	
amiehrealtor@gmail.com	Amie	Hathaway
karhoff@aol.com	Jennifer	Griffin
karlheinz3_44870@yahoo.com	Karl	Riedel
hartzlered@yahoo.com	Ed	
jzekemaurer@gmail.com	Zeke	Maurer
t.101270@gmail.com	Tonya	Mangin
jjewell@suncommunities.com	Jerry	
theresakolk@yahoo.com	Theresa	
prestonriceii@icloud.com	Preston	Rice
mrcstn458@gmail.com	Marcus	L Stone
gesundy@hotmail.com	Grace	
a.leitner@aol.com	Annette	
alpatter@franklincountyohipo.gov	Aundrea	
jill.mader1973@gmail.com	Jill	Mader
bhorne@columbuslegalaid.org	BENJAMIN	HORNE
shannonmcbride.exit@gmail.com	Shannon	McBride

michelle.pillion@huntington.com	Michelle	Pillion
aeskew33@live.com	Angela	
posborne@starone.com	Pam	Osborne
brinkley.jamila@gmail.com	Jamila	Brinkley
Chad@FreeholdRE.com	Chad	
vgluzinski@ci.lancaster.oh.us	vivian	
chathamtwp.denise@gmail.com	Denise	
rmaxwell@communitylegalaid.org	Ryan	
realtorrankin@gmail.com	heather	rankin
john@keelteam.com	John	
maplegrove53@gmail.com	Sandi	
jenniferjones@centralohrealtor.com	Jennifer	Jones
dan@greenfelder-mh.com	Dan	
krussell@richlandcountyoh.us	Kara	Russell
Propertyconnectrealestate@gmail.com	Christina	Bolin
kendraweatherholt@gmail.com	Kendra	weatherholt
andreelliott01@gmail.com	Andre	Elliott
route73@frontier.com	Brian	
krakar1956@gmail.com	deanna	Bartlett
marcydoyle950@gmail.com	Marcy	Doyle
realtorkiyonnaalawrence@gmail.com	Kiyonna	Lawrence
Linda.bockbrader@gmail.com	Linda	
david.hastings@troyohio.gov	David	Hastings
angelacryan22@gmail.com	Angela	Ryan
lwallrabenstein@seneacahealthdept.org	Laura	
masmith@woodcountyohio.gov	Megan	
MSR78chevy@yahoo.com	mark robinson	
joseph102@Gmail.com	joseph	terlinde
Pjhazen@live.com	Pj	
cgrace@webuyparks.com	Charlynn	
jessietower@gmail.com	Jessie	Tower
jon@sinclaire.net	11/8/2010	Sinclair
aatabler@yahoo.com	andy	tabler
bethwilliamson@carletonrealty.com	Beth	Williamson
kkolb@wmsco.org	Karri	
michaeldrespling@yahoo.com	Michael	Drespling
mgeiss@perrytwp.org	Mary	
247ihelp@gmail.com	Brett	
emily@greenwoodch.com	Emily	
info@ohiorealestateschool.com	Joyce	Willson
brad.price@williamscountyhealth.org	Brad	
slinnabary@columbusrealtors.com	Staci	Linnabary
unseenone23@yahoo.com	lori	stiegelmeyer
cstrick258@aol.com	chris	strickling
mldunnere@gmail.com	Mercedes	Dunne
rsc4@netzero.com	jeffrey	Yeager
Rmakeever@makeever.com	Lyn	
charlesfpalmer23@gmail.com	Chuck	
jflask83@gmail.com	John	
jonathon.field@com.state.oh.us	Jonathon	Field

ashley.hyatt@com.ohio.gov	Ashley	Hyatt
kim@ronahomes.com	Kim	Henderson
kgunn81@outlook.com	6/18/2019	Gunn
dlsmith2357@yahoo.com	Don	
jbowman@champaignhd.com	Jeanne	
bethconrad@shelbycity.oh.gov	Beth	
tod.arnold@com.state.oh.us	Todd	
jennyrochethirtyone@yahoo.com	Jennifer	Roche
lthorpe@365sage.com	LeSha	Thorpe
jtomcisin@miamicountyhealth.net	Jane	
pamwright5275@gmail.com	Pam	
carilittleton9266@gmail.com	Cari	Wells
kwp2311@gmail.com	Keith	
ctoth@championhomes.com	Cory	
tcugini@perrytwp.com	Tim	
lallen@clarkcountyohio.gov	Laura	Allen
ccombs@holidaygroups.com	Carol	
artwork44240@yahoo.com	Linda	
Deerejohn@oh.rr.com	John	
cindyteetsel@gmail.com	Cindy	
lshaffer@ccchd.com	Larry	
tshurney@yahoo.com	Terri	Shurney
dan@greenwoodch.com	Dan	
pjhuffman@muskingumcounty.org	Paula	
ddapore@columbusfoundation.org	Diana	
tkess43147@aol.com	Toni	Kessler
zbowerman@columbuslegalaid.org	Zachary	Bowerman
michelle.johnson@com.state.oh.us	Michelle	Johnson
kaykaydiltz@gmail.com	Kayla	Diltz
aromito@kw.com	Andrea	Romito
hlic@ctcn.net	stephen	henderson
traceybeckford555@gmail.com	Tracey	
allison@co.tuscarawas.oh.us	donna	
bluejackets67@yahoo.com	Bob	Shetrone
frank@myohiomove.com	Frank	Herman
Jims@wheelconstructors.com	Jim	
pennydodridge@gmail.com	Penny	Miller
tmarini@carroll-lhd.org	Tina	
ajdubesa@gmail.com	Amy	Scallon
anessahuffman@gmail.com	Anessa	Huffman
sknape@delawarehealth.org		
kailea.holbrook@williamscountyhealth.org	Kailea	
latch01@hotmail.com	Lisa	Atcherson
gibson.teresa@aoins.com	Teresa	
bwrench@mossyoakproperties.com	Brianna	
erintmbrk@aol.com	Erin	Wrench
stephaniewanless@fultoncountyoh.com	Stephanie	
rollerden@yahoo.com	Donald	Wanless
dbrown@blevinsinc.com	DARYL	
conniesells@outlook.com	Connie	Napolitano

syeamans@roadrunner.com	Shari	Yeamans
Klirmiller@gmail.com	KAREN	
antonio.young@cincinnati-oh.gov	Antonio Young	
jeff @havenparkmgmt.com	Jeff	
monica.westend@gmail.com	Monica	Walker
jbrauer@suncommunities.com	Jeff	
bjwhitmore6@gmail.com	william	whitmore
jason@greenfelder-mh.com	Jason	
msveronicarobinson@gmail.com	veronica	robinson
bturkwd@gmail.com	Brian	Turk
terryfisherrealtor@gmail.com	Terry	
libbieslistings@gmail.com	Elizabeth	Tenaglia
mliddle@sciotocounty.net	Michael	
chris@goldstandardohio.com	Chris	Conant
loanpro5000@gmail.com	Melissa	Adams
dutro@bright.net	CAROLYN SUE DUTRO	Dutro
rasheeda.realestate@gmail.com	Rasheeda	Tucker
morellana@horizandlandco.com	Mayra	
jfhconsultants128@gmail.com	Jerre	Houser
pchatt@asurity.com	Pat	Chatt
dawn_professional@yahoo.com	Dawn	Llewellyn
conniehoblitzell@gmail.com	Connie	Hoblitzell
troyoakshomes@aol.com	Tom	Thalman
jeff.crabtree@claytonhomes.com	Jeff	
allpromh@yahoo.com	Edgar	
rhemming@elsea.com	Rodney	Hemming
marks@continentalhomes.us	Mark	
reitel@elsea.com	Ron	Eitel
hightouchhomes@aol.com	Jay	
tdunkle@greenlawncompanies.com	Todd	
emerick1227@live.com	Nancy	
galaxymobilehomeservices@yahoo.com	Bengi	
gadafone@gmail.com	Gilbert	
kelly@rampcreek.com	Kelly	
klombardi@sssnet.com	Kirk	
magicent@frontier.com	monica farnsworth	
jimumh@live.com	Jim Williamson	
elainegauck@fuse.net	Elaine	
djahn123@fuse.net	Jack	
mark@fishpawtax.com	Mark	Fishpaw
holly@walnuthillsmhp.com	Holly	Rothfuss
marku@continentalhomes.us	Mark	
gwen@dw-homes.com	Gwen	
normandyvillage2@att.net	Jon	
orp2@defnet.com	Cheryl	Burkhart
jimhauch@gmail.com	Jim	
wilhite32@yahoo.com	Jake	
greentree.mhc@gmail.com	Christel & Cory	

dan@eaelogistics.com	Dan	
haley9222@gmail.com	Danielle	
heathermariel1972@gmail.com	heather	
scottone@ameritech.net	Marc	Hendricks
kds92@case.edu	Kevin	
mpalich@tprsold.com	Marlin	Palich
anthonyeda11@aol.com	Anthony	
martyd@bedfordheights.gov	Marty	
bubblesvfd56@gmail.com	Mr and Mrs Davis	
jdragonfly@usa.com	Julie	Ogletree
jbish@greeley-hansen.com	Jerry	
prfgrpmoh@gmail.com	Beth	Volpe
scbrown11@gmail.com	Steven	Brown
magalyrealtorohio@gmail.com	Magaly	Linares
mistyjott@gmail.com	Misty	Ott
superiormh@gmail.com	Jennifer	
tianamorgan2011@gmail.com	Tiana	Morgan
lehmann_kristen@yahoo.com	kristen	lehmann
shoreacresestates@yahoo.com	Larry	
tonia.smith@com.state.oh.us	Tonia	Smith
adriennesrabbit@gmail.com	Adrienne	Carolan
Sean.esteppe@impactmhc.com	Sean	
c.moye414@yahoo.com	Christine	
bill@bcwarner.com	Bill	Warner
patmac@tusco.net	Patrick	Maculaitis
aswatzell@sdpmi.com	Andrew	Swatzell
saundrapage@sbcglobal.net	Saundra	
adam.bernard@austinvr.com	Adam	
thewillows@continentalcommunities.com	Deb	Swaldo
wtjcpa@msn.com	Todd	
clichty805@gmail.com	Christopher	
kingsmen1080@gmail.com	brenda	
earlbaca@gmail.com	Earl	
mchris_66@yahoo.com	chris malone	
brooksidevillage01@gmail.com	April	
lagosth@yahoo.com	Thomas	
hall_710@msn.com	Rock	
ty@newdoverestates.com	Ty	
tami.springfieldumh@gmail.com	Tami	Schrienk
srostad@roadrunner.com	Sharon	
wconnolly772@live.com	warren	CONNOLLY
gprettyman@kw.com	Genie	Prettyman
derrick.elliot@abctruss.com	Derrick	Elliott
jnesbit@clermontcountyohio.gov	Julianne	
cdendrinos@lasclev.org	Callie	
darren.wagner@sterlinglexicon.com	Darren	Wagner
tobywon1995@aol.com	Tobias	Katz
rdecapio@gmail.com	Becky	DeCapio
sschmitt87@yahoo.com	Shannon	
morganpetrides@gmail.com	Morgan	Petrides

gp@prettyman-associates.com	Genie	Prettyman
mgould@springfieldtwp.org	Mike	
trwolfe@gmail.com	9/1/1999	Wolfe
kate08022019@icloud.com	Kathy	
Gayeh@kw.com	Godfred	Ayeh
bengals0841@yahoo.com	Tammy	
jhinkel@communitylegalaid.org	Joshua	
kate@billreillyteam.com	Kate	Keane
eng@rochesterhomesinc.com	Russell	
kamparks03@gmail.com	wilbur	
stortsexcavating@gmail.com	Trisha	
clayinvestments@zoominternet.net	Jeremy Clay	
martybell1@aol.com	martin	
azmhpguy@gmail.com	Ned	
sallen@elsea.com	stuart	Allen
twinwallvillage2@outlook.com	Earl	
rgay@suncommunities.com	Rhonda	Gay
paul@leadersproperties.com	Paul	Malanaphy
smason@suncommunities.com	Shelley	Mason
meadowsnlb@yahoo.com	Crystal	
mhjortsberg@suncommunities.com	Mary	Hjortsberg
sean.williams@claytonhomes.com	Sean	Williams
jake.zide@claytonhomes.com	Jake Zide	Zide
marysvilleumh@gmail.com	Hunter	
jeannet.wright@century21.com	Jeannet	Wright
mallen@phdmc.org	mark	allen
glss2263@aol.com	Gayle	Short
tlbowers105@outlook.com	terry	
reneepinkley@yahoo.com	Renee	Pinkley
sonyabrown.nar@outlook.com	Sonya	Brown
centralelectricinspection@yahoo.com	JOHN Z	GRIVENSKY
amy.harpster@cityhall.lima.oh.us	Amy	Harpster
mitchell.keithj@yahoo.com	keith	mitchell
apogee419@gmail.com	BRENDA	KING
akuzma@co.greene.oh.us	ALBERT P	KUZMA
erin.brown@obm.ohio.gov		
carleena.kinds@gmail.com	Carleena	Kinds
swaves1@aol.com	david	
jdwilson@muskingumcounty.org	Jodi	
renfrowrealty@gmail.com	Jim	
conmaz3@gmail.com	Connie	Mazurkiewicz
kevin@plowmanproperties.com	Kevin	Flinn
londonervin@gmail.com	London	Ervin
erin.sherer@epa.ohio.gov	Erin	
jsaleo@q.com	John	
stareach@outlook.com	T.	
cnelson@habitationinvestigation.com	Ross	Nelson
galtizer2003@yahoo.com	gerald	altizer
tuckerlong1@gmail.com	Tucker	Long
andrea.barnes@galionhealth.org	Andrea	

mobaum@gmail.com	Mo	
jciokajlo@championhomes.com	Jay	
tamirooks@yahoo.com	Tami	
karenwremaxcrossroads@gmail.com	KAREN	WEBSTER
sathom@ci.sandusky.oh.us	Scott	Thom
srubens@schd.org	Sam	
mmkyne@gmail.com	Molly	Kyne
heather@evergreencommunities.com	Heather	
eltharp@gmail.com	Edwin	Tharp
rdrykerman@horizonlandco.com	Rikki	
mey_chas2704@fuse.net	CHARLES H	MEYER
icerun@woh.rr.com	JOHN E	POLAND
rhonda@dearthvaluation.com	Rhonda	Dearth
sandysahara@yahoo.com	Sandy	Tomaric
carmen_gsuez@msn.com	Carmen	Suarez
chris@smart-homesolutionsllc.com	Chris	
Matthew.Sauer@uc.edu	Matthew	
barnettp@mcohio.org	Paul	Barnett
nelsonledgeestates@gmail.com	ELAINE MEREDITH	
	ZAHURAK	Zahurak
mobilehomes@lascinti.org	Ohio State Legal Services	
jrothfhc@bozwoh.rr.com	mobile home committee	
kclay@livepreferred.com	James	
rdl19@centurytel.net	Kate	
drgdawg@aol.com	Rosemary	
treasurer@fultoncountyoh.com	Dale	
rmauder@neo.rr.com	Char	
annette.fisher@kingthompson.com	Rich	
stacytalcott@gmail.com	Annette	Fisher
nikki@flaghomesale.com	Stacy	Talcott
Karen.rotkis@gmail.com	karen	Knitz
kennethskeaton@franklincountyohio.gov	Kenneth	rotkis
karenriley13@gmail.com	Karen	Riley
cgcrivera@yahoo.com	Steven	Rivera
pvail@ci.lancaster.oh.us	Pete	Vail
gregvs@vsadc.com	Gregory VanScoyoc	
jennifer.mikityuk@tprsold.com	Jennifer	Mikityuk
barry.shaffer1@gmail.com	Barry	Shaffer
maryellenhazen@co.knox.oh.us	MaryEllen	
ggillard@havenparkmgmt.com	Gretchen	
info@sellmhparks.com	Anthony	
sandy@kernsteam.com	Sandra	Kerns
csouth1979@yahoo.com	Crystal	Charles
riki457@yahoo.com	Ricarda	Sammaneh
sshepherd7432@gmail.com	Shawna	
holly.shively@coxinc.com	Holly	Shively

codes@sbcindustry.com	TJ	Jerke
michael.farrell@toledo.oh.gov	Michael	Farrell
rcbjr1985@gmail.com	Richard	Black
Tallie.binkleyre@gmail.com	Tallie	McKinney
ginnybondrealtor@gmail.com	Ginny	
eddie.patterson@com.ohio.gov	Eddie	Patterson
kime@erickson-team.com	Kim	Erickson
wrponews@gmail.com	Kevin	Fodor
amandaherman.red1@gmail.com	Amanda	Herman
jayandersonins@roadrunner.com	Jay	Anderson
cjwatkins@senecarpc.org	Charlene	Watkins
cmdoty21@gmail.com	Camille	Doty
jaz@huronwp.org	JOHN A	ZIMMERMAN
ccorcoran@portageeco.com	Charles	
mellingson@ase.org	Maria	
kgrundahl@qualtim.com	Kirk	Grundahl
whannahchd@gmail.com		
jwmiller@integratedplanning.com	John	
ryanphelps@occupancysolution.com	Ryan	
sedwards@benrose.org	Sonya	Edwards
morgannewman23@gmail.com	Morgan	Newman
kris.harsh@gmail.com	Kristopher	Harsh
maryrhodis@yahoo.com	Mary	
bryan@slate-homes.com	Bryan	
pomps56@att.net	Tim	Pompei
russ.williamson@colliers.com	Russ	
tad.kowal@auditor.hamilton-co.org	8/8/1994	Kowal
realtorbritny@gmail.com	Britny	Focht
mbvecchi@gmail.com	Matt	Vecchi
dk123db@gmail.com		
azeigler@senecahealthdept.org	Amanda	
keithleash@gmail.com	Keith	
half-marathoner@hotmail.com	deborah	
rjddoc@aol.com	Robin	Daugherty
randamcgowan@yahoo.com	Randa	McGowan
jason.corwin@com.ohio.gov	Jason	Corwin
hduncan@communitylegalaid.org	Heather	
bates.denver@yahoo.com	Denver	Bates
ashley@transtar.com	Ashley	
just10thomas@yahoo.com	Justin	thomas
jvl@jvllaw.net	James Loiacono	
rickjohnsonjd@gmail.com	Rick	Johnson
tfhomeinspection1@gmail.com	Tony	Farelli
news@dayondailynews.com		
christinemlloyd3@gmail.com	Christine	Lloyd
tsid69@gmail.com	Rebecca	Sidoti
archdevelop@gmail.com	Tom	Paul
kathywth@aol.com	Kathy	
britnierzjohnson@yahoo.com	Britnie	Johnson
mejaniak@gmail.com	Michelle	

kelli roberts1@outlook.com	Kelli	Roberts
smientkiewicz@thecityofniles.com	Steve	
kellymiller@mariettaoh.net	Kelly	
ellsworth.bully@gmail.com	Kim	
reneec@bedfordheights.gov	Renee	
robinhardy@howardhanna.com	Robin	Hardy
asclark@muskingumcounty.org	Anna	
locavida67@aol.com	Lori	
Shelleychoicegroup@gmail.com	Shelley	
T_schlüter@hotmail.com	Tim	
rsjarrett85@yahoo.com	Ryan	Jarrett
barton.noga@gmail.com	Barton	Noga
r.pherson@sbcglobal.net	Russ	
amounts@blevinsinc.com	Amy	
rickbergman8@gmail.com		Zattau
dcrain@transtar.com	David	
lallab190@gmail.com	Laurence Anne	Labador
rhoades.ea@gmail.com	Eric	
wtegeler@radcoinc.com	William	Tegeler
ceshea@hotmail.com	Chloe	Shea
Jfesta@mantuatownshipohio.gov	John	
sandychoicegroup@gmail.com	Sandy	
vweir295@yahoo.com	vicky	
warren4realestate@gmail.com	Karen	Tingley-Warren
staciewest.realtor@gmail.com	Stacie	West
nancy.kinney@comcast.net	Nancy	Kinney
molly.flanagan@com.ohio.gov	Molly.flanagan@com.ohio.gov	
wesley.harrison@icloud.com	Wes	
monica.henderson@sinclair.edu	monica	henderson
nancypyon@gmail.com	Nancy	Pyon
gtruemper@estreetamc.com	Gloria	Truemper
rtrentman@comey.com	Roberta	Trentman
sreg@roadrunner.com		
jessica.crews@odh.ohio.gov	Jessica	
pweaver@cuyahogacounty.us	Patrick	
heatheree0319@aol.com	Heather	
kathy.welch@cbrealty.com	KATHY	WELCH
rroberts@portageco.com	Randall	
mbosler@starone.com	Melissa	Bolser
thomaz.edmiz10@gmail.com	T	E
wwendy_76@yahoo.com	Wendy	Clum
Rdres44408@aol.com	Richard	
zreed@southcentralpower.com	Zachery	
lourraramstrong@gmail.com	Lourra	Armstrong
annette@muncysells.com	Annette	Hall
deb.windle@yahoo.com	Deborah	Windle
oilqueenbee@gmail.com	Lisa	Cowles
rachaelnagy@howardhanna.com	Rachael	Nagy
Kgarson24@gmail.com	Kim	Garson

carverich61@gmail.com	Richard	Carver
masonpaige1999@gmail.com	Paige	Hay
kleichtman@hotmail.com	Kevin	
jdc@jdcarney.com	Joseph	Carney
kbissler@clemontcounty.gov	Katherine	
jlove1@wtol.com	Joshua	Love
vmddybala@gmail.com	Virginia	Dybala
toddrobertsrealtor@gmail.com	TODD	ROBERTS
chmava1882@yahoo.com	Christine	
pattyheugrl@gmail.com	Patty	
barbarababcock14@gmail.com	Barbara	Babcock
dshivers@columbus.rr.com	Dan	
crystal.bennett@com.state.oh.us	Crystal	Bennett
molly.flanagan@com.state.oh.us	Molly	Flanagan
kent.topp@shelbycountyhealthdept.org	Kent Topp	
kathy.frato@com.state.oh.us	Kathy	Frato
michelle.grago@com.state.oh.us	Michelle	Grago
ashley.hyatt@com.state.oh.us	Ashley	Hyatt
aaron.johnston@com.state.oh.us	Aaron	Johnston
heichelbechs@aol.com	Julie	
pbradley@rocura.org	Paul	
greg.kesterman@hamilton-co.org	Greg	Kesterman
jimmiegibsonfrg@gmail.com	Jimmie	Gibson
shermasullivan@gmail.com	Sherma	Sullivan
Lolabunny870809@gmail.com	Linda	
llingenhoel@cutlerhomes.com	Lisa	Lingenhoel
realtorninafiore@gmail.com	nina	fiore
holt_23@windstream.net	Cathy	
hdmccurdy@hotmail.com	Heather	
cameryn1999@gmail.com	Cameryn	Blake
ericaweeks88@yahoo.com	Erica	Weeks
mikehesson1732@gmail.com	Michael	Hesson
kevin.geha@heidelbergdistributing.com	KEVIN	GEHA
CoryDHoffman@gmail.com	Cory	Hoffman
michaelkubina31@gmail.com	Michael Kubina	
mlane@com.state.oh.us	Michael	
bdavis@fultoncountyoh.com	Bonnie	
jbowlingassistant@gmail.com	Kimberly	Ballinger
loretta.mccoy@com.state.oh.us	Loretta	Mccoy
joshua.moore@com.state.oh.us	Joshua	Moore
anne.petit@com.state.oh.us	Moorhead	Petit, Anne
jay.richards@com.state.oh.us	Jay	Richards
joshua.smith@com.state.oh.us	Joshua	Smith
william.spurgeon@com.state.oh.us	William	Spurgeon
stephen.waltman@com.state.oh.us	Stephen	Waltman
jaredt.rose@gmail.com	Jared	
Mindepierce@gmail.com	Minde	
dst.clairrichhill2@yahoo.com	Debbie	
matt.close@com.state.oh.us	Matt	Close
taylor.l.sowards@gmail.com	Taylor	Sowards

debby.olsen@excelrealtygroup.net	Debby	
rkarl@ohiomfg.com	Rachael	Carl
Fiscalofficer@mantuatownshipohio.gov	Jodie	
dalthauser@hotmail.com	Denise	
Garmoc@aol.com	Gary	
sbgratz@coopertire.com	Scott	
bhamburger@suncommunities.com	Bryan	
sadiedog2@cox.net	Patty	
kkerber@cityofbayvillage.com	Kathryn	
jholt@horizonlandco.com	Jacob	
sharonpuckett@cinci.rr.com	Sharon Puckett	
abby.schafer@com.ohio.gov	Rachael	
bradley.hrg@gmail.com	Bradley	Myers
Ralph.Baker@epa.ohio.gov	Ralph	
harmonystmh@aol.com	April	Hamner
dogwood1059@yahoo.com	Sherry	
homejohn@aol.com	John	Parmi
jaimegaren@yahoo.com	jaime	
kosborne@brianbrospainting.com	Karen	
cholthaus@mchdohio.org	corrie	
mpusecker@nisource.com	Rose	Pusecker
r.smith09@hotmail.com	Rachel	Smith
wblksilver1@aol.com	Saundra	
westfieldtwpservice@gmail.com	Bozena	
bozenapatterson@gmail.com	Jacob	Schwaiger
jacobdschwaige@gmail.com	Cody	Engleman
chiefengleman28@comcast.net	Gayle	Troski
gayletroski@howardhanna.com	jeff	
jwilt@co.highland.oh.us	CHARLIES	BANFIELD
www.banfield_c@yahoo.com	LES	Kamph
lkamph@sssnet.com	jeffery	wilt
jwilt@o.highland.oh.us	Eric	Wilking
ewilking@comey.com	Cassie	Bell
cassiebellrealtor@gmail.com	Tony	
tlakepropertiesllc@gmail.com	Angela	Shingary
angelanshingary@msn.com	Chelsey	
csendelbach@senecacountyohio.gov	Nagles	
naglerealestate@GMAIL.COM	Cale	
cjengineering@embarqmail.com	Michael	
mlee@blevinsinc.com	Stephanie	Jordan
stephatccr@gmail.com	Renee	Meyer
reneejoezoey@fuse.net	Y	Rodriguez
daitgurlazulbaby955@gmail.com	Paul	
paul@buckhornbuilders.com	Ken	
ken.patrick@galliaocohealth.org	Chanel	Whitson
cwhitson47@gmail.com	Jennifer	
jmichaelson@madisonpublichealth.org	Renee	
rpinkley@horizonlandco.com	Brenda	Brickey
brickeybrenda168@gmail.com	Shelly	
Shellyh31@gmail.com		

dspriggs@communitylegalaid.org		
jsheehe@lasclev.org		
vmartinez@lawolaw.org		
mbenson@columbuslegalaid.org		
david@yesce.com	David	
cdevault@koontz-wagner.com	Corrinna	
jessica.ferguson@fairfieldcountyohio.gov	Jessica	
barrox@gmail.com	Roxanne	
hezhensen11@outlook.com	Jason	Hill
tommy@aboutlowe.com	TOM	MENCHEY
john.mckean@galliahealth.org	John	
kmurphy@berkshiretwp.org	Krista	Murphy
bonhockenberry@aol.com	Bonnie	
firechief@norwalkoh.com	John	
kbennett@suncommunities.com	Kevin	
patedemetrius12@gmail.com	DEMETRIUS	PATE
apatterson304@gmail.com	Alan	
patcurtin15@gmail.com	Pat	curtin
jdla@roadrunner.com	Jim	
maclary@sibcycline.com	Myra	Clary
chris@inspectorchris.com	Chris Green	Green
ruths.inspections@gmail.com	David	Ruth
karry.thacker@com.state.oh.us	Karry	Thacker
matthewkleincce@gmail.com	Matthew Klein	
adam@oakridgemgt.com	Adam	
hbt.jeff1@gmail.com	Jeff Frankowski	
figelmgt@yahoo.com	Darin	
melissapattton@waynesavings.com	Melissa	Patton
inspector@horizonview.net	Ricky	
dpw.properties@yahoo.com	Chandra	
Colton_nethers@hotmail.com	Colton	
cynthia.johnson@wi.gov	Cynthia	
riley.mcclain@hantzgroup.com	Riley	McClain
carouselcourt@elsea.com	Judy	
cap111a@cal-am.com	Crystal	
matsam2@outlook.com	Melissa	
johngeorge@zoomtown.com	John	
dwight.eberhart@herrealtors.com	H. Dwight	Eberhart
scottrill3@yahoo.com	Shonnie	Cottrill
rlee@mincogroup.com	Rick	Lee
smcgrath@howardhanna.com	Serene	McGrath
bcarr@saybrooktownship.org	Barb	Carr
homesbychrisi@kw.com	Chrisi	Hagan
Lynn.woodlandmhp@gmail.com	Lynn	
ruth.perry@ctt.com	Ruth	Perry
charlie.girl2421@hotmail.com	Charlotte	
cardello@ohiorealtors.org	Veronica	Cardello
tryan1209@gmail.com	Tara	Bryan
shirleykazan@yahoo.com	Shirley	Kazan
batgirlz2015@yahoo.com	John	Haskins

jjordan@madisonpublichealth.org	Jim	
orwicks@jeffjvs.org	steve	
lelliott@lascinti.org	Lori	
anaperez0410@gmail.com	ANA	PEREZ
bmb4compliance@yahoo.com	Bonita	Bair
bradhayes@hayesrealty.com	Brad	Hayes
ljgreveelectrical@gmail.com	LUCAS J. GREVE	
brandy.turske@americasfloorsource.com	Brandy Turske	
rvoboril@peplending.com	Richard	
joni.lang@sgws.com	Joni	Lang
pjwilkins54@aol.com	Paula	
marctow18@gmail.com	Marc	tow
MSR78chevy@yahoo.com	mark	
skaggsgcs1@gmail.com	Cora	George
ezak@lasclev.org	Elizabeth	
nathaniel@marigoldpropertyinspections.com	Nathaniel	Martinez
rleas1040@att.net	Roger Leasure	
purebreed99@yahoo.com	Stella	
tricia.hudson@herrealtors.com	Tricia	Hudson
Rodneyhemming@gmail.com	Rodney	
vsbrim@windstream.net	Vanessa	Brim
stacytalcott@mccormicklegacyestates.com	Stacy	Talcott
jon@jonhanson.com	Jon	
lorileewaite@gmail.com	Lori	
cjohnson@medinahealth.org	Colin	Environmental
jniesel@clevescene.com	Jeff	Health Director
samv@columbus.rr.com	sam	Niesel
jeremy.hessel@hamilton-co.org	Jeremy	v
sallychaney@rosscountyohio.gov	Sally	
dascia.weaver@outlook.com	D'Ascia	Weaver
maureen@reignohio.com	Maureen	Lunne
heather.wetmore@yahoo.com	Kimberly	Wetmore
chrissy.rose@lgaar.org	1/2/2005	Rose
llcrump55@gmail.com	Loyd	
ashleeera@gmail.com	Ashlee	Houck
Toniholmes84@gmail.com	Toni	Holmes
rehabberoffice@gmail.com	Guy	
john.hunt@exprealty.com	John	Hunt
JBretton@credhuman.com		
richnrose@att.net	Richard	
dpatterson@shelbycountyauditors.com	Deb	
mxspring@franklincountyohio.gov	Melissa	
sjconstruction06@aol.com	shawn	pirolli
whisperingwindscommunity@gmail.com	David	
jmione@paletzlaw.com	John	
ddolly@twinlakehomes.org	Denise	
kathy.welch@kingthompson.com	Kathy	Welch
lazar.jankovic@me.com	Lazar	Jankovic

suzy@preblecountyhealth.org	Suzy	
ljerin@summitoh.net	Lisa	
john@mheinc.com	John	
steam54@cox.net	Cheryl	
rengland@ecghd.org	Robert	
		A SANTILLI
mikeasantilli@gmail.com	MICHAEL	Santilli
johngorge1@twc.com	John	
delmaswhite@yahoo.com	Estate of Delmas White	
jacquelinegerber@howardhanna.com	Jackie	Gerber
montmoore84@gmail.com	Lamont	Moore
bperrin2@city.cleveland.oh.us	Brandon	Perrin
mac.reid@auditor.hamilton-co.org	Mac	
william_hubler@yahoo.com	Bill	
pineridge@abcmgt.com	Roy Miller	Miller
grnlakmhp1@frontier.com	Annette	
acaraballo@cuyahogacounty.us	Landon	
lmckenzie@madisonpublichealth.org		