

# INSURANCE AGENCY/ ADJUSTER

## Checklist

- All corporations, partnerships and individuals who want to sell or solicit insurance in Ohio must be licensed by and registered with the **Ohio Department of Insurance**.
- Contact the **Ohio Department of Insurance's License Division** at **(614) 644-2665** for examination and licensing information. Information and forms are also on-line at [www.insurance.ohio.gov](http://www.insurance.ohio.gov).
- Insurance adjusters help insurance agencies/agents, and the insured negotiate claim settlements. Independent insurance adjusters are hired by insurance companies on an "as needed" basis and might work for several insurance companies at the same time. Insurance adjusters must be licensed by the **Ohio Department of Insurance**. Contact the **License Division** at **(614) 644-2665**. Information and forms are also on-line at [www.insurance.ohio.gov](http://www.insurance.ohio.gov)
- Ohio's laws regarding **Public Insurance Adjusters** can be found in **Ohio Revised Code (ORC) Section 3951**. The **ORC** can be found in your local library or on-line at <http://codes.ohio.gov/orc>
- Check the **Ohio Revised Code (ORC)** and **Ohio Administrative Code (OAC)** for more information specifically, **ORC: 3905.01-3905.55 OAC: 3901-5-09**. Both the **ORC** and **OAC** can be found in your local library and are on-line at <http://codes.ohio.gov/orc>

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*For more help, contact your local Small Business Development Center (SBDC) at [www.ohiosbdc.net](http://www.ohiosbdc.net)  
Also, remember to check Federal, State and local government agencies. This checklist is about state requirements.  
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