

**Ohio Department of Administrative Services  
Equal Opportunity Division**

4200 Surface Road  
Columbus, Ohio 43228  
Phone: 614.466.8380  
Fax: 614.728.5628

Instructions for electronic submittal of forms to the Department of Administrative Services, Equal Opportunity Division ~ Unified (MBE/EDGE) application and recertifications, MBE/EDGE Complaint (Mediation) form, Affirmative Action Program Verification form, Certificate of Compliance application and the Input Form 29 – Work Hour Report:

Access forms through the Equal Opportunity Division's webpage: [www.das.ohio.gov/eod](http://www.das.ohio.gov/eod)

**OR**

Submit forms directly on the Ohio Business Gateway webpage: <http://business.ohio.gov/efiling/>

Steps to access, complete and submit Equal Opportunity Division (Division) forms

1. Create a business account on the Ohio Business Gateway (OBG) webpage
  - > Multiple users can be created for one business
  - > Additional Users must be created by the administrator of the business account
2. Log In ~ User Name and Password
  - > **NOTE: The Division strongly recommends using part of your email address for your username for ease of use (ex., email john.doe@das.state.oh.us = username johndoe1)**
3. Select Service ~ Equal Opportunity Division
4. Select type of form (MBE/EDGE application (*listed as "Unified Application"*), Affirmative Action Program Verification form, Certificate of Compliance, I-29, etc.)
5. Complete fields on form
  - > Fields that required dollar amount – do not insert \$ or ,
  - > Look for "Help Bubbles"
6. Review Summary Page for accuracy
  - > Errors found – select Back button at the bottom of the screen and revise desired field(s)
  - > Print page for record keeping
7. Summary Page – Select "Accept Data"
8. **Check Out - Home Page – Select "Checkout (File and Pay)"**
  - > **NOTE: The Division's forms are FREE of charge!**
9. Print Confirmation Page for record keeping
10. **Forms will not be accessible to the Division until the following business day.**

The Ohio Business Gateway website offers:

**On-line Tutorials**

- ⦿ Tutorials are available to help users learn to use OBG. The tutorials demonstrate common OBG functions in a step-by-step manner with audio. The tutorials will launch in a new browser window.
  - > [Creating an OBG Account](#)
  - > [Login and Navigation](#)
  - > [Managing Users and Access Levels](#)
  - > [Managing Groups and Access Levels](#)
  - > [Service Provider Sign-Ons](#)
  - > [Creating a Transaction \(ex. Sales Tax UST-1\)](#)
  - > [Checkout - File and Pay a Transaction](#) (**NOTE: The Division's forms are FREE of charge!**)  
<http://business.ohio.gov/efiling/help/index.stm>

## Ohio Department of Administrative Services Equal Opportunity Division

All businesses submitting a form to the Division must electronically file through the Ohio Business Gateway website. If your business does not already have a business account established to submit forms through Ohio Business Gateway, you must create an account.

### CREATING AN ACCOUNT:

**Step 1:** Enter following URL in internet browser: Ohio Business Gateway: <http://business.ohio.gov/>

**Step 2:** Select Login Now or Create an Account

Business Gateway - Windows Internet Explorer  
http://business.ohio.gov/

Agencies | Help Center | Contacts

Ohio.gov | Business

search

Why Ohio? | Starting a Business | Licenses and Permits | Staying Compliant | Growing in Ohio | Electronic Filing

### Welcome to the Ohio Business Gateway

**More Information. Less Paper.**

The Ohio Business Gateway is about making government accessible to you and your business by helping you find the information and services you need to keep your business thriving in Ohio.

Our goal is to help you complete your transaction or find the information you need as efficiently as possible, so you can focus on what matters most: running and growing your business.

Our premiere online electronic file and payment service can be found on the right side of the page, with links to other information and services across the top and left side of the page. Let us know [what you think](#) and give us ideas for what to do next.

**Information and Services**

- [Why Ohio?](#)
- [Starting a Business](#)
- [Licenses and Permits](#)
- [Staying Compliant](#)
- [Getting Help](#)
- [Search Business Corporate Filings](#)

**Features**

- [Ohio EPA eBusiness Center](#)
- [Tax Finder](#)
- [Small Business Energy Saver](#)
- [Business Energy Resource Center](#)
- [Ohio Means Business](#)

**Ohio Business Gateway<sub>™</sub>**  
**Electronic Filing**

OBG Electronic Filing offers Ohio's businesses a time- and money-saving online filing and payment system that helps simplify business' relationship with government agencies. We now offer more than 41 services and selected transactions are available from six state agencies and more than 500 municipalities.

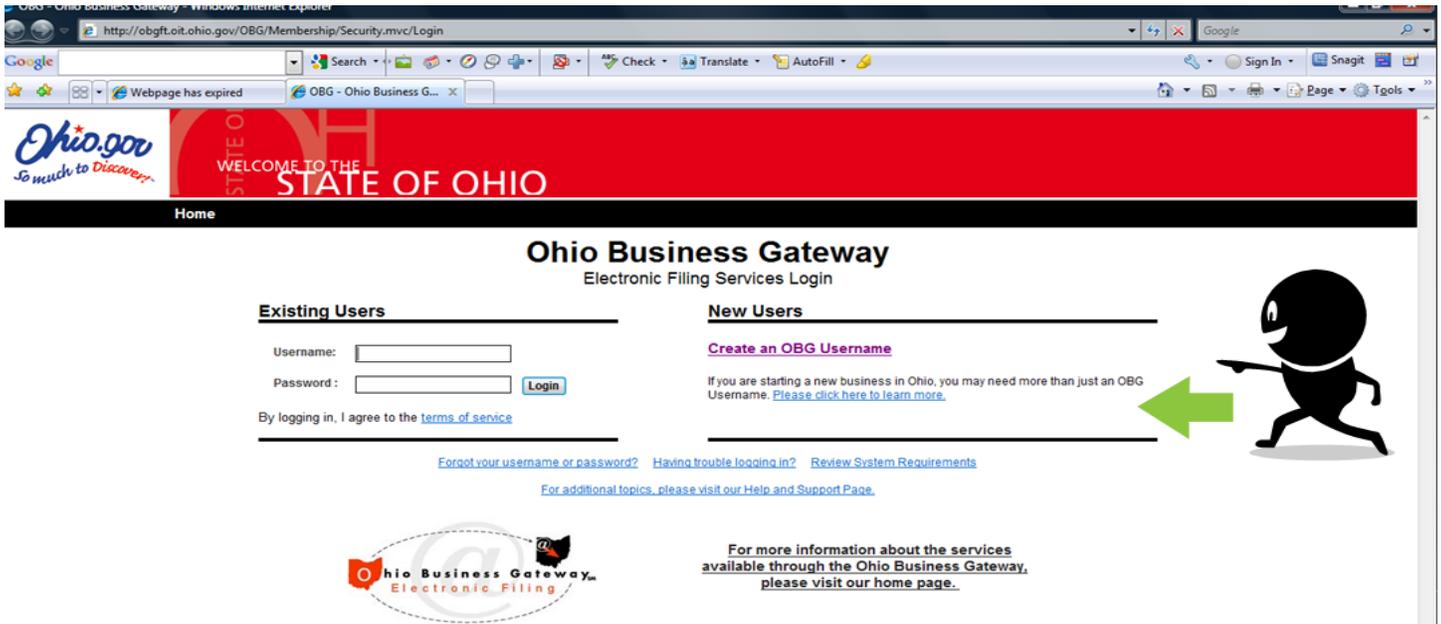
[View the Complete List of the Agencies and Filing Services](#)

[Login Now or Create an Account](#)

Ohio Department of Administrative Services  
Equal Opportunity Division

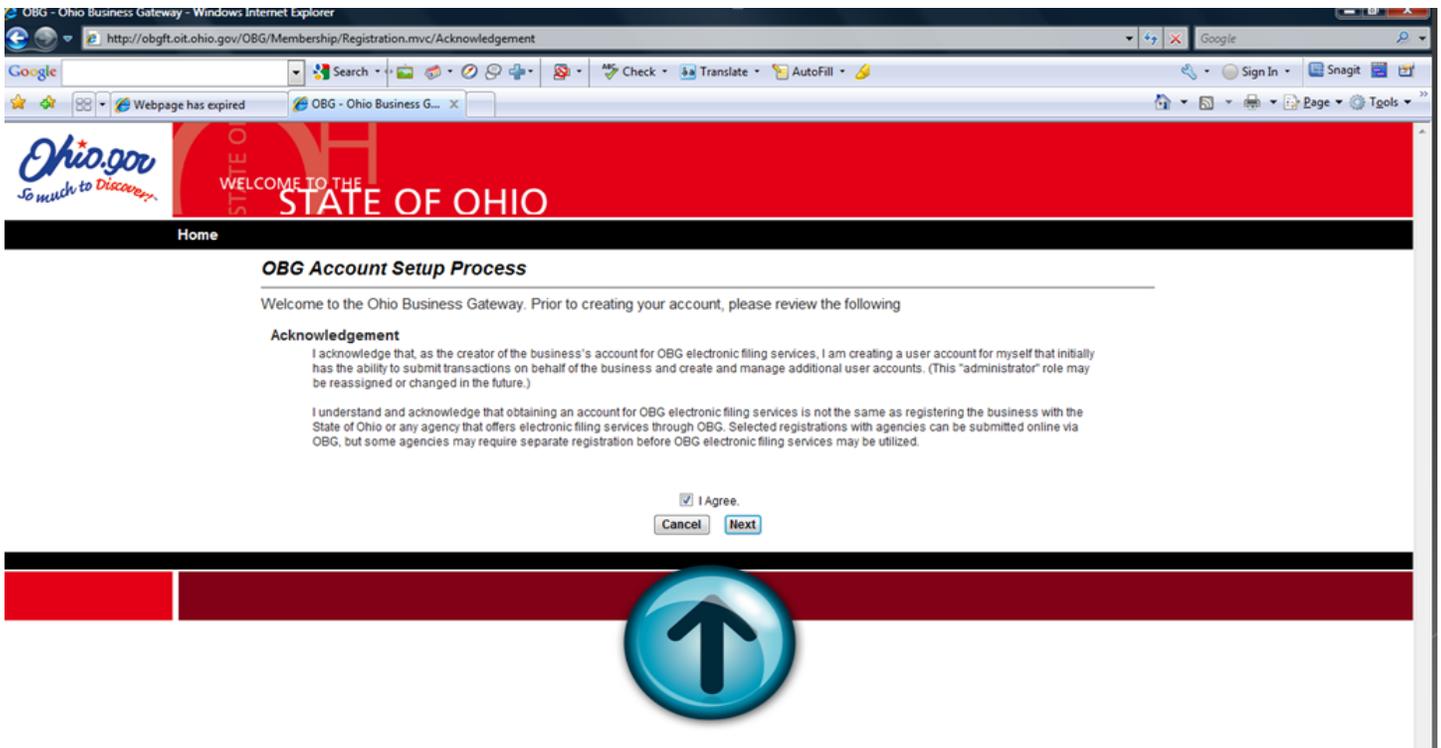
CREATING AN ACCOUNT:

Step 3: Select "Create an OBG Username"



Step 4: Read Acknowledgement and mark "I agree"

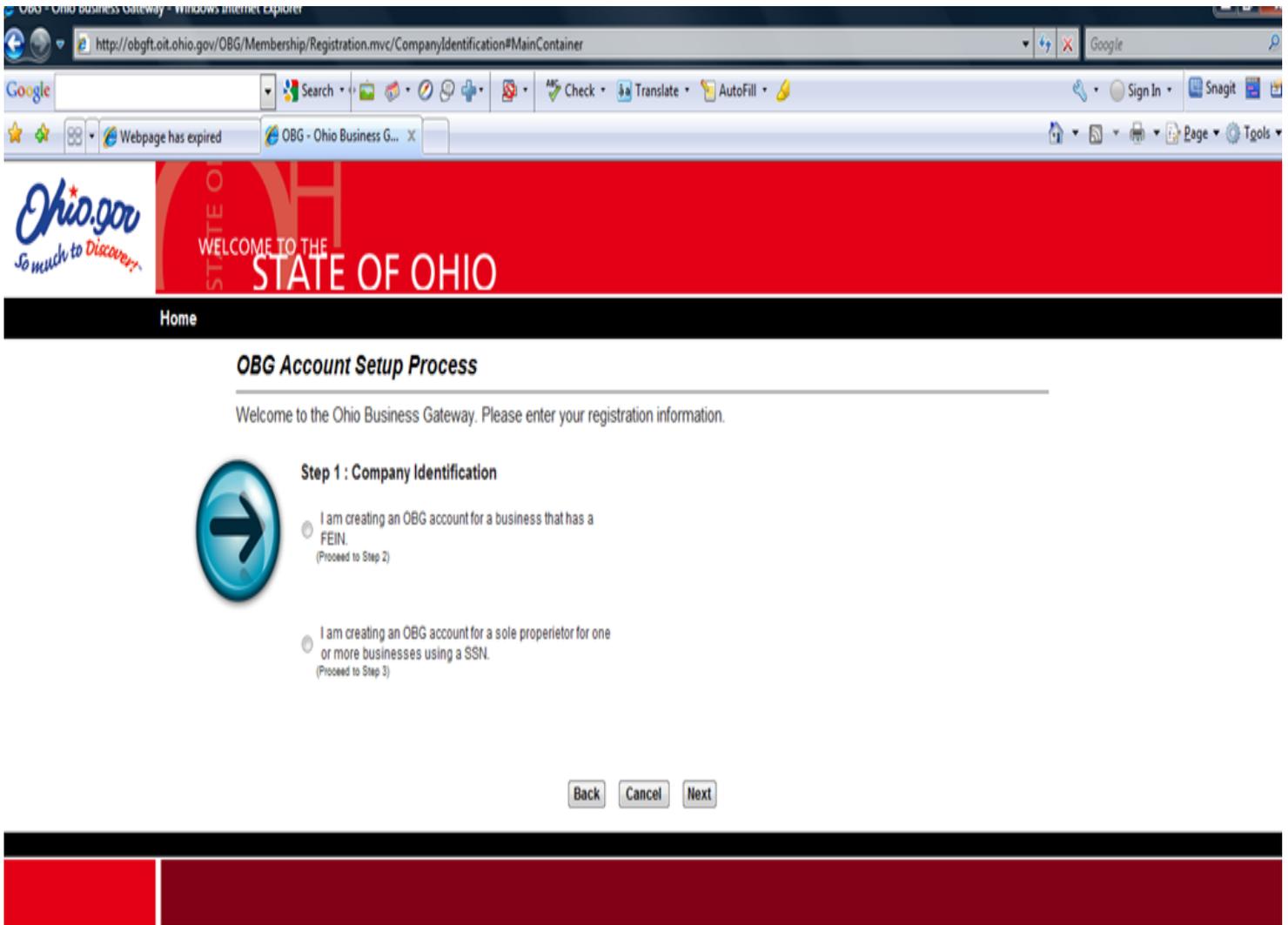
Step 5: Select "Next" to continue



**Ohio Department of Administrative Services  
Equal Opportunity Division**

**CREATING AN ACCOUNT:**

**Step 6:** Select 1<sup>st</sup> option (Creating an account for a business with a Federal Employer Identification Number (FEIN) and select "Next" to continue; **OR**



The screenshot shows a web browser window with the URL <http://obgft.oit.ohio.gov/OBG/Membership/Registration.mvc/CompanyIdentification#MainContainer>. The browser's address bar and search bar are visible. Below the browser window is a red banner with the Ohio state logo and the text "WELCOME TO THE STATE OF OHIO". A "Home" link is located below the banner. The main content area is titled "OBG Account Setup Process" and contains the following text: "Welcome to the Ohio Business Gateway. Please enter your registration information." Below this is a section titled "Step 1 : Company Identification" with a blue circular arrow icon. There are two radio button options:   
1. "I am creating an OBG account for a business that has a FEIN. (Proceed to Step 2)"   
2. "I am creating an OBG account for a sole proprietor for one or more businesses using a SSN. (Proceed to Step 3)"   
At the bottom of the form are three buttons: "Back", "Cancel", and "Next".

**Ohio Department of Administrative Services  
Equal Opportunity Division**

**CREATING AN ACCOUNT:**

**Step 6:** Select 2<sup>nd</sup> option (**Creating account for a sole proprietor for one or more businesses using a SSN**) and select "Next" to continue

The screenshot shows a web browser window displaying the Ohio Business Gateway website. The browser's address bar shows the URL: <http://obgft.oit.ohio.gov/OBG/Membership/Registration.mvc/CompanyIdentification#MainContainer>. The website header features the Ohio.gov logo with the slogan "So much to Discover!!" and a large red banner that says "WELCOME TO THE STATE OF OHIO". Below the banner is a "Home" link. The main content area is titled "OBG Account Setup Process" and includes a welcome message: "Welcome to the Ohio Business Gateway. Please enter your registration information." Underneath, the "Step 1 : Company Identification" section presents two radio button options. The first option is "I am creating an OBG account for a business that has a FEIN. (Proceed to Step 2)". The second option is "I am creating an OBG account for a sole proprietor for one or more businesses using a SSN. (Proceed to Step 3)", which is selected. A large blue circular button with a white arrow pointing left is positioned to the right of the second option. At the bottom of the form, there are three buttons: "Back", "Cancel", and "Next".

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**CREATING AN ACCOUNT:**

**Step 7:** Enter company's federal employer identification number and select "Next" to continue

**IF YOU ENTERED THE BUSINESS FEIN AND YOU RECEIVE A MESSAGE THAT AN ACCOUNT HAS ALREADY BEEN CREATED YOU MUST CONTACT THE DIVISION AT 614.466.8380. YOU WILL NOT BE ABLE TO CREATE AN ACCOUNT IF SOMEONE HAS ALREADY CREATED AN ACCOUNT WITH THE SAME FEIN.**

OBG - Ohio business gateway - windows internet explorer

http://obgft.oit.ohio.gov/OBG/Membership/Registration.mvc/CompanyIdentification#MainContainer

Google

OBG - Ohio Business Gateway

Ohio.gov So much to Discover!

WELCOME TO THE STATE OF OHIO

Home

### OBG Account Setup Process

Welcome to the Ohio Business Gateway. Please enter your registration information.

#### Step 1 : Company Identification

I am creating an OBG account for a business that has a FEIN. (Proceed to Step 2)

I am creating an OBG account for a sole proprietor for one or more businesses using a SSN. (Proceed to Step 3)

Enter FEIN: 66 - 11111111

Confirm FEIN: 66 - 11111111

Back Cancel Next

**Ohio Department of Administrative Services  
Equal Opportunity Division**

**CREATING AN ACCOUNT:**

**Step 8:** Enter company's legal name and select "Next" to continue

OBG - Ohio Business Gateway - Windows Internet explorer  
http://obgft.oit.ohio.gov/OBG/Membership/Registration.mvc/AccountFEIN#MainContainer

Ohio.gov So much to Discover! WELCOME TO THE STATE OF OHIO

Home

### OBG Account Setup Process

Please complete the additional company information below.

**Step 2. Enter Additional Information**

Federal Employer ID Number 66-1111111

\* Company Legal/Business Name

Company Corporate Name

Company Trade (DBA) Name

Ohio Department of Administrative Services  
Equal Opportunity Division

CREATING AN ACCOUNT:

**Step 9:** Complete all required fields which includes creating a user name and password. *NOTE: The Division strongly recommends using part of your email address for your username for ease of use (ex., email john.doe@das.state.oh.us = username johndoe1).*

**Step 10: Final Step in creating an account** ~ Select "Create Account" at the bottom of the screen



Home

**OBG Account Setup Process**

Continue to enter information

**Step 3. User Information**

User Information (Your Information)

\* First Name   
\* Last Name   
\* Job Title   
\* Phone Number (  )  -   
\* Email Address   
\* Confirm Email Address

Company Contact Information (for Questions about the Business)

Use my information above as the Company Contact Information.

\* Contact First Name   
\* Contact Last name   
\* Contact Phone (  )  -   
\* Email Address

User Access Information (Your Access Information)

\* User Name  Username is case-sensitive, must be 8-10 characters with no special characters.  
\* Password  Password is case-sensitive, and must contain at least 8 characters; at least one numeric character (0-9), and at least one of these non-alphanumeric character (~ ! @ # \$ % ^ & \* -)  
\* Re-type password   
\* Your Secret Question  ▼  
\* Answer to your Question

Remember to write down your username and password. You will use this information to Login and file forms.

To assist further in creating an account, an online tutorial is available to view on the following URL or contact the Division:

<http://business.ohio.gov/efiling/help/index.stm>

**Ohio Department of Administrative Services  
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**CREATING MULTIPLE USERS FOR A BUSINESS ACCOUNT:**

The only person that can add multiple users to a business account is the person with administrator rights to the account (the person that created the account or a person that is registered as an administrator for the account).

**Step 1:** Select Administration at the top of the home page



Home History Administration Logout



### Home

**Jon Doe Construction**  
FEIN: 11-1224664

If you do not have access to a service or transaction, please see your company's administrator(s) to request or verify your access.

**Start a Service or Transaction**  
Select Service:

**Transactions in Progress**

Transaction Name	Created Date		
Unified Application	12/08/2009	<input type="button" value="Resume"/>	<input type="button" value="Delete"/>
Construction Contract Information Report (I-29)	09/08/2009	<input type="button" value="Resume"/>	<input type="button" value="Delete"/>
Construction Contract Information Report (I-29)	12/09/2009	<input type="button" value="Resume"/>	<input type="button" value="Delete"/>

**Transactions Ready for Checkout (Ready to File and Pay)**

Equal Opportunity Division - Certificate of Compliance Application	<input type="button" value="Review/Edit"/>	<input type="button" value="Delete"/>
Total Due : \$0.00	Payment Selections : <input type="text"/>	
Equal Opportunity Division - Certificate of Compliance Application	<input type="button" value="Review/Edit"/>	<input type="button" value="Delete"/>
Total Due : \$0.00	Payment Selections : <input type="text"/>	

Click "Checkout" to submit any or all transactions that are ready for checkout. You will be able to select the transactions to submit and then print copies of submitted transactions (including licenses, coupons, etc., as applicable) once the checkout process is complete. Please have your bank account number ready if you are filing any transactions that include an online payment.

To exit (logoff) without submitting any transactions, click "Logout" at the top of the page.

**CREATING MULTIPLE USERS FOR A BUSINESS ACCOUNT:**

**Step 2:** Select User Information

**Step 3:** Select Add User



**Administration - User and Access Management**

Jon Doe Construction  
 FEIN: 11-1224664

**Company Information**

FEIN: 11-1224664  
 Legal Name: Jon Doe Construction  
 Corporate Name:  
 Trade(DBA) Name:  
 Contact First Name: John  
 Contact Last Name: Doe  
 Contact Phone: (614)-555-5555  
 Email Address: john.doe@das.state.oh.us  
 Service Provider / Representative ID:

Click 'Edit' to generate an ID.  
 If your company acts as a service provider to or representative of other companies (e.g. CPAs, attorneys, payroll companies), an ID enables another company to grant your company permission to create and submit OSG transactions on their behalf.

**Step 2: Select User Information**

**User Information**

User Name	Job Title	Email	Phone	Active	Admin	Edit User
Doe, Jane	Administrator	jane.doe@das.state.oh.us	(614)-555-5553	Y	Y	<input type="button" value="Edit"/>

[Add User](#)

**Step 3: Select Add User**

**Group (Shared Access) Administration**

+ System Default Groups

Group Name	Service Provider / Representative Access	No. of Users	Edit Group
<a href="#">Add Group</a>			

**CREATING MULTIPLE USERS FOR A BUSINESS ACCOUNT:**

**Step 4:** Insert User information and select "Next"



[Home](#) [History](#) [Administration](#) [Logout](#)

*OBG User information*

Jon Doe Construction

FEIN: 11-1224664

First Name\*:

Last Name\*:

Job Title\*:

Email\*:

System generates a new password and sends it to this email address.

OBG username\*:

Username is case-sensitive, must be 6-10 characters with no special characters.

Phone Number\*: (  )  -

**CREATING MULTIPLE USERS FOR A BUSINESS ACCOUNT:**

**Step 5:** Select access level ~ PLEASE READ ACCESS LEVELS PRIOR TO SELECTING AN OPTION ~ Select "Next"



[Home](#) [History](#) [Administration](#) [Logout](#)

**OBG User information**

Jon Doe Construction

FEIN: 11-1224664

Select Access level:



- Administrator (formerly Primary User) User will have full access to all OBG services with the ability to submit any transaction on behalf of the company. User will also have the ability to create other users and manage their access level. (HIGHEST ACCESS LEVEL)
- All Access (formerly Secondary User) User will have full access to all OBG services with the ability to submit any transaction on behalf of the company.
- Limited Access Users will have access to selected OBG Services on behalf of the company. You will specify the services and access levels on a subsequent screen.

CREATING MULTIPLE USERS FOR A BUSINESS ACCOUNT:

Step 6: FINAL STEP ~ Select Submit Button ~ User has been successfully added



WELCOME TO THE  
STATE OF OHIO

[Home](#) [History](#) [Administration](#) [Logout](#)

**OBG user Information - Confirmation**

Jon Doe Construction

FEIN: 11-1224664

First Name \* :

Last Name \* :

Job Title \* :

Email \* :  System generates a new password and sends it to this email address.

OBG username \* :

Phone Number \* : (  )  -

Service Area Access \* :



Ohio Department of Administrative Services  
Equal Opportunity Division

SUBMITTING A FORM:

Helpful Hints:

- **Forms electronically filed will not be accessible to the Equal Opportunity Division until the following business day.**
- The website will close a form if you are on the system for a long period of time. The system will automatically save the data entered up to the last screen that was fully completed on the form. The form will be placed in your Transactions in Progress view.
- **Do not select the back or forward button on the web browser (see below)** while completing a form. If you want to go to a previous page, select the "BACK" button at the bottom of the screen. You must select the "Next" button to continue to next screen.



- A form can be saved and closed at anytime even though the form is not complete. **Step 1:** Select "Save and Exit" Button at the bottom of the screen (see below). The form can be accessed by selecting the form under "Transactions in Progress" (Home Page).

WELCOME TO THE STATE OF OHIO

EOB-CIR-CI Home History Administration Logout

### Construction Compliance I-29

Company Name: Jon Doe Construction  
FEIN: 11-1224664

Instructions:  
Please provide the following information:  
This report covers: Month\* 09 Year\* 2009

Company Information:

Company Name: Jon Doe Construction  
FEIN/SSN: 11-1224664  
Address\*: 123 Anywhere Street  
City\*: Columbus State\*: Ohio Zip\*: 43215  
County\*: Franklin  
Business Phone\*: (614) 466 8380 Business Fax: (614) 466 8381 Email\*: jpn.doe@das.state.oh.us

During this reporting period, did your company have any current state or state-assisted contracts?  Yes  No

Awarding Agency*	Project Number*	Project Name*	Contract Amount*	County*
Diana Inc.	#456654	Brian Shack	\$ 245999.00	Franklin

Delete this Record Add New Record

Record 1 of 1

Back Save and Exit Next

**Ohio Department of Administrative Services  
Equal Opportunity Division**

**SUBMITTING A FORM:**

**Helpful Hints:**

- ⦿ **Accessing saved forms ~ Step 1:** Go to Transactions in Progress on Home page.  
**Step 2:** To edit, complete and submit form ~ Select Resume button by the form name.



**Home**

**Jon Doe Construction**  
FEIN : 11-1224664

If you do not have access to a service or transaction, please see your company's administrator(s) to request or verify your access.

Start a Service or Transaction  
Select Service : --Select Service--

All saved forms will automatically move to Transactions in Progress

Transactions in Progress

Transaction Name	Created Date		
Unified Application	12/08/2009	Resume	Delete
Construction Contract Information Report (I-29)	09/08/2009	Resume	Delete
Construction Contract Information Report (I-29)	12/09/2009	Resume	Delete

To edit or complete a saved form - select resume

Transactions Ready for Checkout (Ready to File and Pay)

Equal Opportunity Division - Certificate of Compliance Application	Review/Edit	Delete
Total Due : \$0.00	Payment Selections :	
Equal Opportunity Division - Certificate of Compliance Application	Review/Edit	Delete
Total Due : \$0.00	Payment Selections :	

Click "Checkout" to submit any or all transactions that are ready for checkout. You will be able to select the transactions to submit and then print copies of submitted transactions (including licenses, coupons, etc., as applicable) once the checkout process is complete. Please have your bank account number ready if you are filing any transactions that include an online payment.

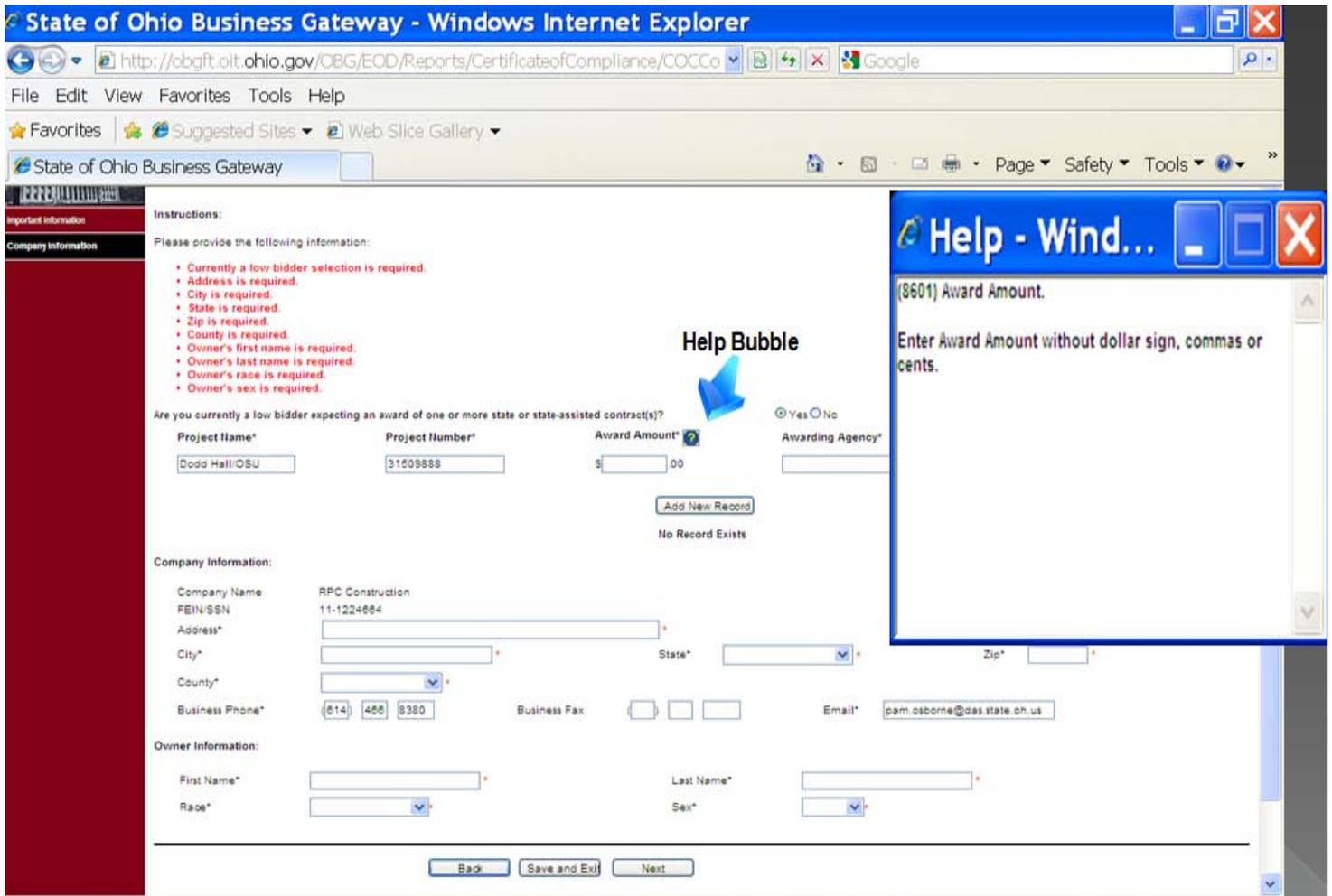
Checkout (File and Pay)

Ohio Department of Administrative Services  
Equal Opportunity Division

SUBMITTING A FORM:

Helpful Hints:

- ⦿ **Asterisks (\*)** equals required fields
- ⦿ Selecting  (Help bubbles) will provide additional instructions. Double click on  and a window will appear with a helpful hint.

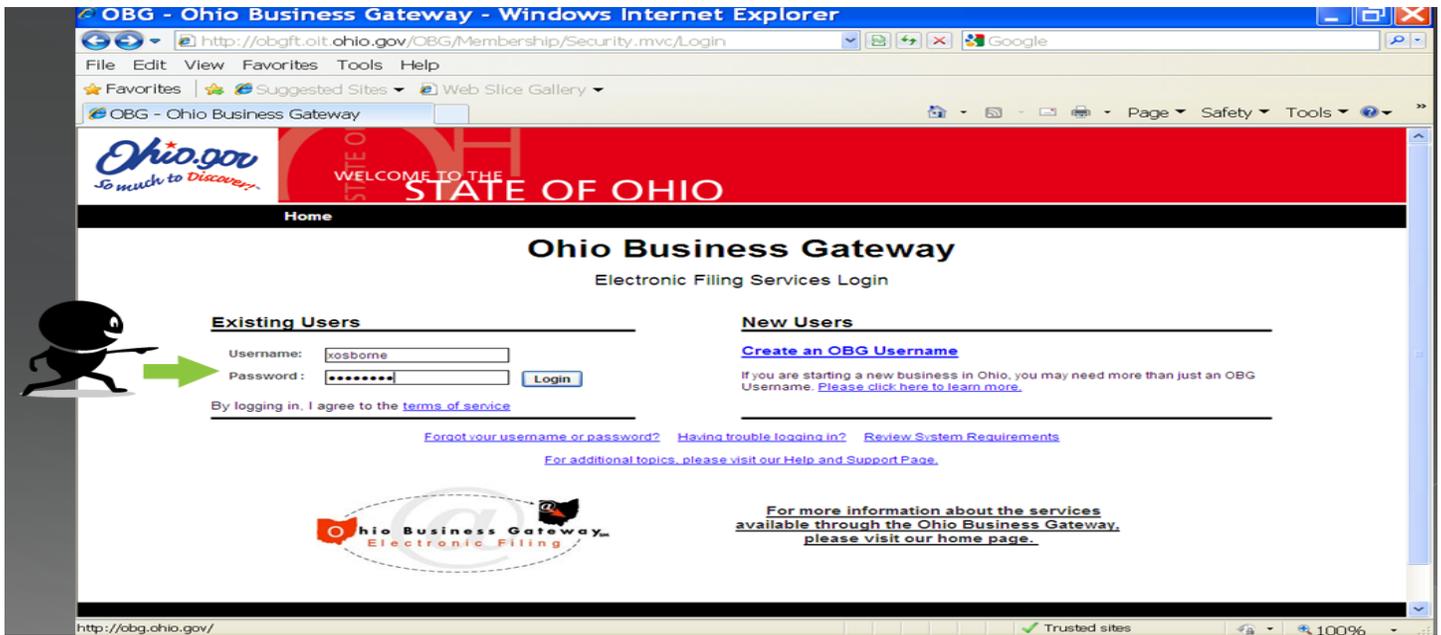


The screenshot shows a web browser window titled "State of Ohio Business Gateway - Windows Internet Explorer". The address bar shows the URL: <http://obgft.oit.ohio.gov/OBG/EOD/Reports/CertificateofCompliance/COCCo>. The page content includes a sidebar with "Important Information" and "Company Information" sections. The main content area has an "Instructions:" section with a list of required fields: "Currently a low bidder selection is required.", "Address is required.", "City is required.", "State is required.", "Zip is required.", "County is required.", "Owner's first name is required.", "Owner's last name is required.", "Owner's race is required.", and "Owner's sex is required.". Below this is a form with fields for "Project Name\*" (Dodd Hall/OSU), "Project Number\*" (31509888), "Award Amount\*" (with a help bubble icon), and "Awarding Agency\*". A "Help Bubble" label with a blue arrow points to the "Award Amount\*" field. Below the form are "Add New Record" and "No Record Exists" buttons. The "Company Information:" section includes fields for "Company Name" (RPC Construction), "FEIN/SSN" (11-1224004), "Address\*", "City\*", "State\*", "Zip\*", "County\*", "Business Phone\*" ((614) 400 8380), "Business Fax", and "Email\*" (pam.osborne@das.state.oh.us). The "Owner Information:" section includes fields for "First Name\*", "Last Name\*", "Race\*", and "Sex\*". At the bottom are "Back", "Save and Exit", and "Next" buttons. A "Help - Wind..." window is open on the right, showing "(8601) Award Amount." and the instruction "Enter Award Amount without dollar sign, commas or cents."

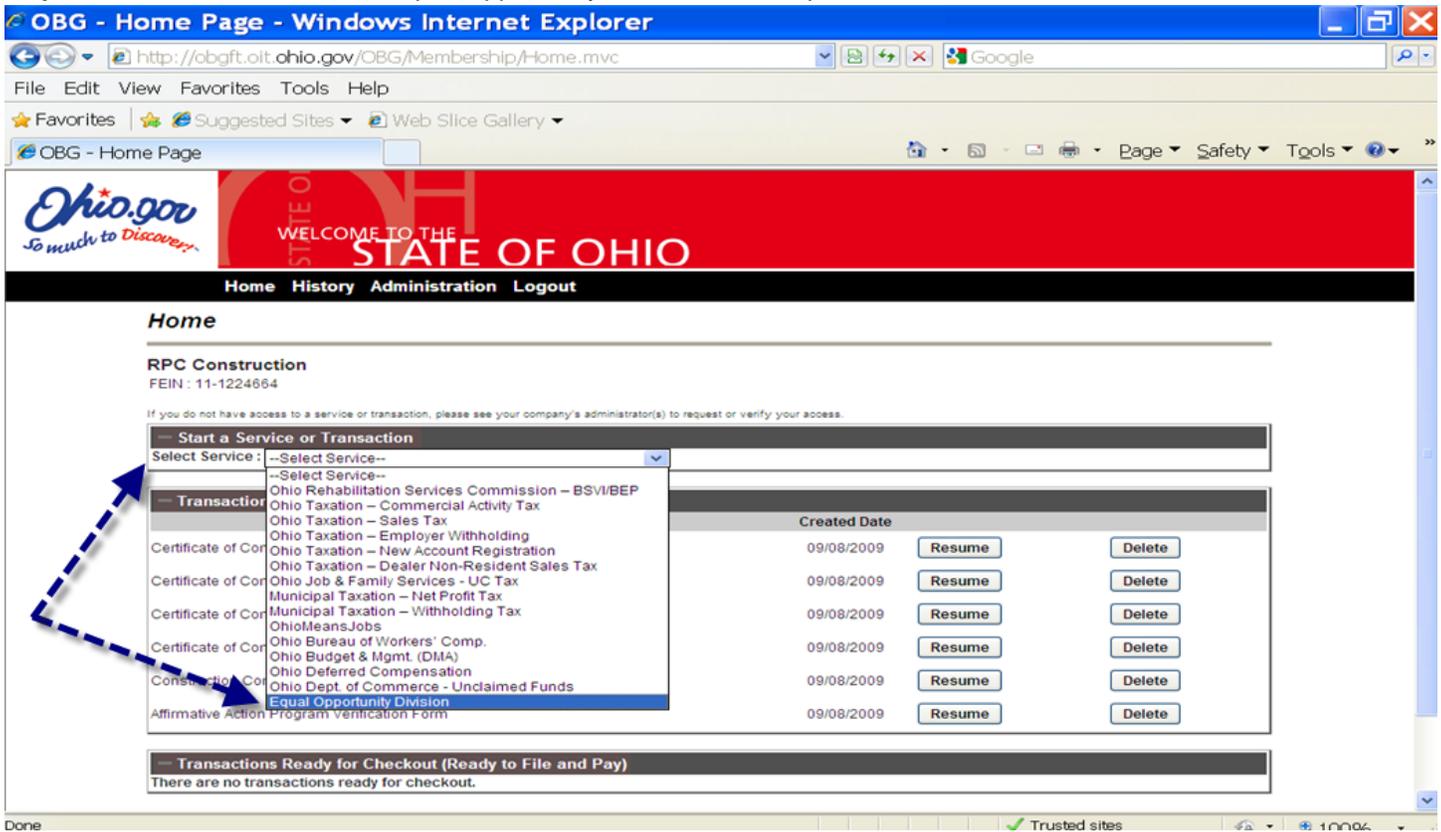
Ohio Department of Administrative Services  
Equal Opportunity Division

**SELECTING AND COMPLETING A FORM:**

**Step 1: Once an account has been created:** Log In ~ insert the user name and password that was created on the Ohio Business Gateway webpage. **DO NOT ENTER THE USERNAME AND PASSWORD PREVIOUSLY PROVIDED BY THE EQUAL OPPORTUNITY DIVISION.**



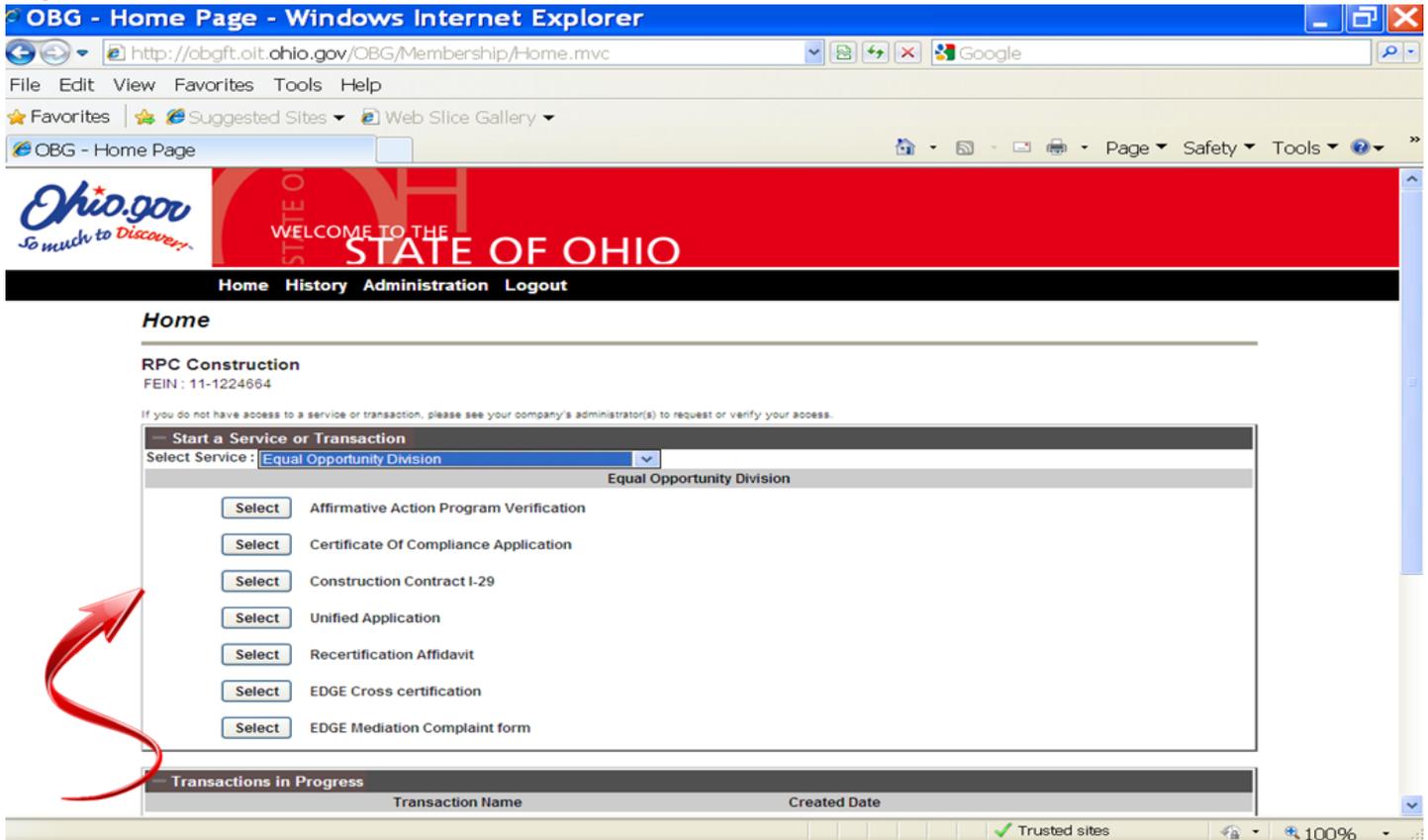
**Step 2: Select Service:** Select Equal Opportunity Division from drop down box



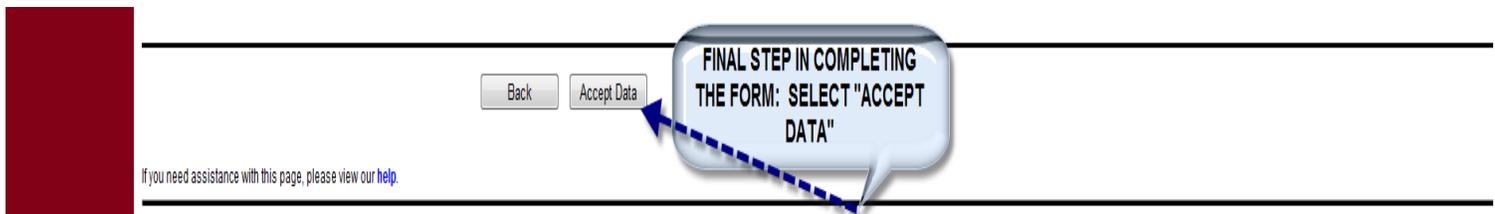
Ohio Department of Administrative Services  
Equal Opportunity Division

SELECTING AND COMPLETING A FORM:

Step 3: Select Form



Step 4: Complete all fields on form and select "Accept Data" on the Summary Page (last screen for the form).



**SUBMITTING A FORM:**

THE DIVISION WILL NOT RECEIVE COMPLETED FORMS UNLESS  
**THE FORM IS**  
 SUCCESSFULLY **"CHECKED OUT"**



**Step 1: Home Page - Select "Checkout (File and Pay)"** ~ **NOTE: There is NO FEE** for submitting the Division's forms.



**Home**

**Jon Doe Construction**

FEIN : 11-1224664

If you do not have access to a service or transaction, please see your company's administrator(s) to request or verify your access.

Start a Service or Transaction  
 Select Service: --Select Service--

Transactions in Progress			
Transaction Name	Created Date		
Unified Application	12/08/2009	Resume	Delete
Construction Contract Information Report (I-29)	09/08/2009	Resume	Delete
Construction Contract Information Report (I-29)	12/09/2009	Resume	Delete

You must select "Accept Data" on the Summary page on each form in order for the form to be placed into Checkout. If a form is in Transactions in Progress - EOD WILL NOT RECEIVE THE FORM.

Transactions Ready for Checkout (Ready to File and Pay)			
Equal Opportunity Division - Certificate of Compliance Application		Review/Edit	Delete
Total Due : \$0.00	Payment Selections :		
Equal Opportunity Division - Certificate of Compliance Application		Review/Edit	Delete
Total Due : \$0.00	Payment Selections :		

Click "Checkout" to submit any or all transactions that are ready for checkout. You will be able to select the transactions to submit and then print copies of submitted transactions (including licenses, coupons, etc., as applicable) once the checkout process is complete. Please have your bank account number ready if you are filing any transactions that include an online payment.

Checkout (File and Pay)

SELECT CHECKOUT (File and Pay)

To exit (logout) without submitting any transactions, click "Logout" at the top of the page.

## SUBMITTING A FORM:

**Step 2:** Select "Yes" next to the form that you are checking out

**Step 3:** Select "Continue" to advance to next screen

OBG - File Reports - Windows Internet Explorer

http://obgft.cit.ohio.gov/OBG/Membership/Report.mvc/ShowSubmitReports

Ohio.gov So much to Discover!

WELCOME TO THE STATE OF OHIO

Home History Administration Logout

### Specify Transactions for Checkout

To include a transaction as part of this checkout:

- Select "Yes" by the transaction.
- If the transaction includes an online payment, you will be asked for bank and/or credit card account information on the following screen.
- You will be able to view/print a copy of the transaction(s) after you have provided final confirmation of the transaction(s) and any payment(s).

If you do not want to include a transaction/report as part of this checkout:

- Select "No" by the transaction.
- Transaction will be kept saved in the "Ready for Checkout" area for future checkout or editing.

Ready for Checkout (Ready to File and Pay)

Equal Opportunity Division						
Checkout?	Transaction	Defer Date	ACH	CC Amount	Total Paying	
<input checked="" type="radio"/> Yes <input type="radio"/> No	Certificate of Compliance Application				\$0.00	

Cancel Continue

## SUBMITTING A FORM:

**Step 4:** Mark acknowledgement box

**Step 5:** FINAL STEP ~ Select "Confirm Transactions" ~ Note: Total equals \$0.00 **(NO FEE REQUIRED)**

State of Ohio Business Gateway - Payment Confirmation - Windows Internet Explorer

http://obgft.oit.ohio.gov/OBG/Payment/PaymentConfirmation.aspx

Ohio.gov So much to Discover!

WELCOME TO THE STATE OF OHIO

PMT-CFM Home History Administration Logout

### Final Confirmation of Transactions

- The acknowledgement box must be checked before the "Confirm Transactions" button can be pressed. Transactions are not filed until these steps are completed.

Report	Defer Date	ACH	CC	CC Fee	Total
Equal Opportunity Division					
Certificate of Compliance Application	N/A	N/A	N/A	N/A	\$0.00

To make any changes to transactions or payment instructions, select "CANCEL" to return to the home page.

If multiple agencies are being paid, payment instructions will be processed separately so you will see multiple entries on your account statements. Please insure you have sufficient funds in your account(s).

By confirming the transaction(s), you are authorizing the agency (or agencies) being paid to initiate debit entries or charges to your account(s) as per your instructions above. Once confirmed, OBG can not alter, delete, or stop a payment instruction. Additionally, you are indicating that you are authorized to submit the transaction(s) and that you acknowledge OBG and agency-specific terms of service, including penalties of perjury as applicable. \* [Click here to view acknowledgements.](#)

If you need assistance with this page, please view our [help](#).

**CONFIRMATION SCREEN: YOU HAVE SUCCESSFULLY SUBMITTED THE I29 FORM TO THE DIVISION** ~ Print page for records

**Transaction Confirmation and Receipt**

**Company Name:** RPC Construction  
**FEIN:** 11-1224664

The following transactions will be sent to the respective agency that administers the service. Please note the session confirmation number when calling the OBG Help Desk (866-644-6468).

If your transaction(s) includes payment, please note that this confirmation acknowledges that payment instructions have been received, but it does not acknowledge that funds have been transferred from your account. Payment instructions may not be processed for reasons that include insufficient funds and prohibited or blocked payments. You should review your account statement to insure that funds have been transferred (settled). For ACH debit payments, settlement is projected to be two business days after the date of this confirmation (or the selected deferred payment date, if applicable). If the date falls on a weekend or holiday, settlement is projected to be two business days after the next business day. The actual settlement date is dependent upon the processing timelines of the agency and their bank.

If multiple agencies are being paid, payment instructions will be processed separately so you will see multiple entries on your account statements.

<b>Date/Time</b>	11/18/2009 8:00 PM
<b>Confirmation #</b>	10519348
<b>Receipt #</b>	4954617

Transaction	Defer Date	ACH	CC	CC Fee
Certificate of Compliance Application	N/A	N/A	N/A	N/A

[View](#)  
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[Sexual Harassment Statement](#)

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<http://business.ohio.gov/efiling/help/index.stm>