








AMENDING YOUR MU1R FILING

You must submit amendments to your institution's MU1R Filing as changes occur.

Submitting an amended MU1R Filing:

1. Navigate to the [NMLS Resource Center](#).
2. Select  in the upper right corner.
3. Select the appropriate context: State: Non-depository or Federal, if applicable, and Log into NMLS.
4. Select  in the top right corner.
5. Select the  sub-menu option.
6. Click **Create New Filing**.

NOTE: If you do not see the **Create New Filing** button, you may already have a pending filing and will need to select  (edit) to continue editing your pending MU1R filing or the delete () icon to delete the pending filing and allow you to create a new filing.

7. Select the section(s) on the left navigation panel that require amendment, make the appropriate changes and click **Save**.
8. Once all changes have been completed, select **Completeness Check and Submit** on the left navigation panel.
9. Review the attestation statement, check the box to verify your identity and click **Attest and Submit**.

For further assistance, please contact the NMLS Call Center at 240-386-4444.