



Amendments Jurisdiction-Specific Requirements



ALASKA MORTGAGE BROKER/LENDER BRANCH REGISTRATION

Instructions

1. File all amendments through NMLS.
2. Any change of address, change of name, or change in branch manager must be reported through NMLS on Form MU2 and Form MU3.
3. Amendment fee of \$50 paid through NMLS is charged for change of address.
4. A new branch manager who will also originate loans must meet all the requirements and apply through NMLS to be licensed as a mortgage loan originator by filing Form MU4.
5. Filing an amendment through the NMLS does **not** authorize you to conduct business with the changes requested. You must receive authorization from the Division of Banking & Securities before conducting business with the changes requested.
6. The applicant's NMLS Unique Identifier must be written on the upper right-hand corner of every hard copy document submitted to the Department.
7. There are no jurisdiction-specific requirements for amendments.

For U.S. Postal Service and Overnight Delivery:

*State of Alaska, Department of Commerce,
Community & Economic Development
Division of Banking & Securities
550 W. Seventh Avenue, Suite 1940
Anchorage, Alaska 99501*

WHO TO CONTACT: Contact Alaska *Division of Banking & Securities* licensing staff by phone at 907-269-4594 or send your questions via e-mail to mortgagelending@alaska.gov for additional assistance.

THE APPLICANT/LICENSEE IS FULLY RESPONSIBLE FOR ALL OF THE REQUIREMENTS OF THE LICENSE FOR WHICH THEY ARE APPLYING. THE JURISDICTION SPECIFIC REQUIREMENTS CONTAINED HEREIN ARE FOR GUIDANCE ONLY TO FACILITATE APPLICATION THROUGH THE NMLS. SHOULD YOU HAVE QUESTIONS, PLEASE CONSULT LEGAL COUNSEL.