



CT Mortgage Broker License Surrender Checklist (Company)

CHECKLIST SECTIONS

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GENERAL INFORMATION

Instruction

1. File the surrender request through NMLS not later than **15 days** after the date a licensee ceases to engage in the business of mortgage brokering in this state for any reason.
2. There is no fee to surrender.
3. No surrender shall be effective until accepted by the Commissioner.
4. Provide a pipeline report concerning the status of any pending loan applications, including applications that were approved and not closed, or not funded as of the license surrender date.
5. We may request additional information upon review of your surrender; watch your email for such requests.

Helpful Resources

- [Company License Surrender Requests Quick Guide](#)
- [License Status Review & Definitions Quick Guide](#)

Agency Contact Information

Contact Consumer Credit licensing staff by phone at (860)240-8225 or send your questions via email to dob.ccl@ct.gov for additional assistance.

For U.S. Postal Service & Overnight Delivery:

*Connecticut Department of Banking
Consumer Credit
260 Constitution Plaza
Hartford, CT 06103-1800*

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

NMLS ID Number	
Licensee Legal Name	

REQUIREMENTS COMPLETED IN NMLS		
Complete	CT Mortgage Broker License	Submitted via...
<input type="checkbox"/>	Submission of Surrender Request through Company Form (MU1): Request the surrender of the license through the submission of the Company Form (MU1). See the Company License Surrender Requests Quick Guide for instructions.	NMLS

REQUIREMENTS SUBMITTED OUTSIDE OF NMLS		
Complete	CT Mortgage Broker License	Submitted via...
<input type="checkbox"/>	Outstanding Fees: Submit payment for any outstanding compliance examination fees owed to the Connecticut Department of Banking. Payment should be submitted directly to the department with checks to be made payable to: "Treasurer, State of Connecticut."	Mail to CT Department of Banking
<input type="checkbox"/>	Mortgage Loan Pipeline: Provide a detailed report concerning the status of any pending loan applications, including applications that were approved and not closed, or not funded as of the license surrender date.	Email or Mail to CT Department of Banking