



Amendments
Jurisdiction-Specific Requirements



IOWA MORTGAGE BANKER REGISTRANT CHECKLIST

Instructions

1. The following amendment require instructions or items sent outside the NMLS:
2. Amendment fees are:
 - Change of Address – No fee
 - Change of Name – \$25 fee
 - Change of Control – \$100
3. All fees are collected through the NMLS and ARE NOT REFUNDABLE.
4. Jurisdiction-specific requirements as identified on the checklist below must be received with this checklist within 5 business days of the electronic submission of your application through the NMLS at the following:

For U.S. Postal Service/Overnight Delivery

*Iowa Division of Banking
200 East Grand Avenue
Suite 300
Des Moines, IA 50309-1827*

NMLS Unique ID Number: _____

Applicant Legal Name: _____

ATTACHED	NOT APPLICABLE	Item
<input type="checkbox"/>	<input type="checkbox"/>	ORIGINAL REGISTRATION (NAME CHANGE ONLY). Return the original registration certificate issued by the Division of Banking.
<input type="checkbox"/>	<input type="checkbox"/>	NAME CHANGE DOCUMENTATION-SECRETARY OF STATE DOCUMENTATION. A certified copy of: <ol style="list-style-type: none"> a. The amended Corporate Charter or amended Articles of Incorporation (if a corporation), or b. The amended Articles of Organization and Operating Agreement (if a Limited Liability Company) or c. The amended Partnership Agreement (if a partnership of any form) and

<input type="checkbox"/>	<input type="checkbox"/>	The amended Certificate of Authority or a Certificate of Good Standing issued from the Iowa Secretary of State.
<input type="checkbox"/>	<input type="checkbox"/>	CHANGE IN OWNERSHIP or CHANGE IN CONTROL - Provide a letter of explanation of the change including proposed new ownership or the proposed change in control.