



Amendments Jurisdiction-Specific Requirements



KENTUCKY LOAN PROCESSOR REGISTRATION

Instructions

1. File any Amendments in NMLS through the Filing Tab and Form MU4.
2. There are no fees for amendments.
3. Send nothing to Kentucky for amendments. We may request additional information upon review of your amendment request. Watch your e-mail for such requests.

When changing employers, the following applies;

- You must update the employment section of Form MU4.
- Confirm that the email address listed in the following locations is current in NMLS;
 - Home Tab>My Account>Update User Profile
 - Filing Tab>Individual>Identifying Information

[Quick Guides](#) are located on the NMLS Resource Center to help you and your employer through each of the actions required above.

For U.S. Postal Service and Overnight Delivery:

Office of Financial Institutions
1025 Capital Center Drive, Suite 200
Frankfort, KY 40601

WHO TO CONTACT – Contact Department of Financial Institutions licensing staff by phone at (800) 223-2579 ext. 239, 254 or 255. You may also send your questions via e-mail to Fitzgerald.Pam@ky.gov, Emily.Draper@ky.gov, or Jackie.Stahmann@ky.gov for additional assistance.

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