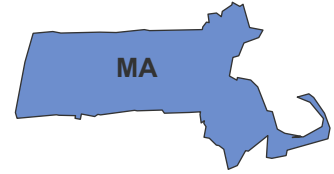




**Surrender**  
Jurisdiction-Specific Requirements



**MASSACHUSETTS MORTGAGE BROKER LICENSE**

**Instructions**

1. Submit a *Surrender Request* filing for your company’s Massachusetts Mortgage Broker License (Form MU1).
2. 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 surrender request through the NMLS at the following:

*Massachusetts Division of Banks  
Attn: Mortgage Lender/Mortgage Broker Licensing Unit  
1000 Washington Street  
10th floor  
Boston, MA 02118-2218*

NMLS Unique ID Number: \_\_\_\_\_

Licensee Legal Name: \_\_\_\_\_

ATTACHED	NOT APPLICABLE	ITEM
<input type="checkbox"/>	<input type="checkbox"/>	<b>Submit <i>Surrender Request</i> filing(s) for all branch offices licensed in Massachusetts (Form MU3).</b> Please be advised that by surrendering your company’s MU1 for Massachusetts, you are indicating that no longer wish to be licensed as a mortgage broker in Massachusetts, and as such you are required to surrender your company’s mortgage broker branch licenses as well.
<input type="checkbox"/>	<input type="checkbox"/>	<b>FINAL ANNUAL REPORT.</b> – The licensee’s <u>Final Massachusetts Mortgage Broker Annual Report</u> must be filed no later than thirty (30) days of notice through the NMLS of the surrender of the license and the Licensee’s closure of mortgage brokering activity in Massachusetts. Please contact the Division at the number below to obtain the Final Annual Report form.

**WHO TO CONTACT** – Contact Division of Banks licensing staff by phone at 617-956-1500 ext. 351 or send your questions via e-mail to [nmls@state.ma.us](mailto:nmls@state.ma.us) for additional assistance.

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