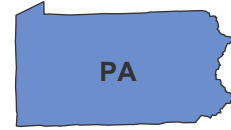




## Description



### PENNSYLVANIA MORTGAGE LENDER LICENSE (BRANCH)

#### Who is required to have this license?

This license is required of a place of business, other than the principal place of business, from which a person engages in mortgage loan lender business with a Pennsylvania consumer; or if located in Pennsylvania, with any mortgage consumer.

#### What are the pre-requisites for license applications?

- Branch Manger for each branch location. Each branch office requires a designated Branch Manger who is in charge of and responsible for the business operations of the branch location.
- Criminal background check for Branch Manager (unless also applying as a licensed mortgage originator)
- Credit check for Branch Manager (unless also applying as a licensed mortgage originator)
- Tax Certification for Branch Manager (unless also applying as a licensed mortgage originator)
- Continued Education: The Branch Manager will serve as the person responsible to satisfy the continued education requirements for the branch location. The Branch Manager must complete the continuing education requirement for the branch office by the end of the calendar if not individually licensed as a mortgage originator year.

**WHO TO CONTACT** – Contact the Pennsylvania Department of Banking licensing staff by phone at (717) 787-3717 or send your questions via e-mail to [ra-asklicensing@state.pa.us](mailto:ra-asklicensing@state.pa.us) 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.