



**Surrender**  
Jurisdiction-Specific Requirements



**RHODE ISLAND MORTGAGE LOAN ORIGINATOR LICENSE**

**Instructions**

1. Licensee must within 24 hours of terminating business under the license notify the RI Department of Business Regulation by surrendering their license in NMLS;
2. Send an email to with the Subject Line reading "Surrender of Mortgage Loan Originator License to [Lucy\\_Ponte@dbr.state.ri.us](mailto:Lucy_Ponte@dbr.state.ri.us).

*For U.S. Postal Service/Overnight Delivery*

*State of Rhode Island  
Department of Business Regulation  
Division of Banking  
1511 Pontiac Avenue  
Building 68-2  
Cranston, RI 02920*

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

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

Rhode Island License Number \_\_\_\_\_

**WHO TO CONTACT** – Contact Division of Banking licensing staff by phone at 401-462-9503 or send your questions e-mail to [bankinquiry@dbr.state.ri.us](mailto:bankinquiry@dbr.state.ri.us) for additional assistance. Always include your NMLS Unique ID Number when corresponding with the Division of Banking.