



ATTESTATION

If you are a Control Person, Branch Manager, Qualifying Individual or Loan Originator and your company has initiated an Individual (MU2 or MU4) Form filing on your behalf, you will need to log in to NMLS, review and confirm that your information is true and accurate.

Attest to your Individual (MU2 or MU4) Filing

When attestation is required, you will receive an email notification from NMLNotifications@NMLNotifications.com instructing you to attest to a filing. Log in to your individual account and follow the steps below to attest.

1. Select the **Filing** tab.
2. Select **Individual** from the sub-menu.
3. Select the **Review and Attest** button.

Logged in as AndrewsDM2 | [Logout](#) | [Resource Center](#)
dandrews@email.com | [edit](#)

HOME **FILING** MLO TESTING & EDUCATION COMPOSITE VIEW RENEWALS

Individual Company Access | Company Relationships

You are currently: State

Individual Filing(s)
Historical Filings

Individual Filing(s)

TO ATTEST
Click **Review and Attest** to review the filing(s) created by your employer and attest to the information.

Available Actions	Form Type	Entity Created By	Creation Date	Filing Status
Review and Attest	MU4	Metropolitan Lenders (45427)	3/26/2014 8:25:53 AM	Attestation Required

TO CREATE, UPDATE, OR SUBMIT AN INDIVIDUAL FILING

Click **Request New/Update** to:

- Submit a license application/transition request
- Update your existing record
- Surrender/withdraw a license

If a filing has not yet been submitted, you can edit and submit the filing below.

NOTE: Each time you submit, or a company submits on your behalf, the filing will be stored as your record for subsequent submissions. Please consult your company before creating and submitting a filing in NMLS. **The party that creates and submits a filing must pay any associated fees.**

4. Review the sections of the filing on the left navigation panel and make any updates as necessary.
5. Select the **Attest and Submit** section on the left navigation panel to attest to the filing.

NOTE: If there are any outstanding items, satisfy each item before attesting to the form.

6. Check the box to verify the attestation language
7. Select the **Attest** button.

The screenshot shows the NMLS website interface. At the top right, it indicates the user is logged in as 'AndrewsDM2' with the email 'dandrews@email.com'. Navigation tabs include 'HOME', 'FILING', 'MLO TESTING & EDUCATION', 'COMPOSITE VIEW', and 'RENEWALS'. The main navigation bar shows 'Individual | Company Access | Company Relationships'. On the left, a sidebar lists various menu items, with 'Attest and Submit' highlighted and numbered '5'. The main content area is titled 'Attest and Submit' and shows details for a filing by 'Dave Michael Andrews (45432) MU4 filing created 3/26/2014 by AndrewsDM - Metropolitan Lenders.' A warning message states: 'Please be aware that certain information from this filing and related to your licenses/registrations will be considered public. For details on what is considered public, click here.' Below this, a message says 'All completeness checks are clear. You can attest to the filing below for submission.' A large text box contains the following text: 'I Dave Michael Andrews (45432) (Applicant) on this date Wednesday, March 26, 2014 swear (or affirm) that I executed this application on my own behalf, and agree to and represent the following: (1) That the information and statements contained herein, including exhibits attached hereto, and other information filed herewith, all of which are made a part of this application, are current, true, accurate and complete and are made under the penalty of perjury, or un-sworn falsification to authorities, or similar provisions as provided by law; (2) To the extent any information previously submitted is not amended and hereby, such information remains accurate and complete; (3) That the jurisdiction(s) to which an application is being submitted may conduct any investigation into my background, in accordance with all laws and regulations; (4) To keep the information contained in this form current and to file accurate supplementary information on a timely basis; and (5) To comply with the provisions of law, including the maintenance of accurate books and records, pertaining to the conduct of business for which I am applying. If an Applicant has made a false statement of a material fact in this application or in any documentation provided to support the foregoing application, then the foregoing application may be denied.' Below this text box, a checkbox is checked and labeled '6 I verify that I am the named person above and agree to the language as stated.' At the bottom of the page, an 'Attest' button is highlighted and labeled '7'.

Your company will be notified via email that you have attested to your filing and will be able to submit it.

For additional navigational assistance, please contact the NMLS Call Center at 1-855-NMLS-123 (1-855-665-7123).