

CHECKLIST SECTIONS

- <u>General Information</u>
- <u>Requirements Completed in NMLS</u>
- <u>Requirements Submitted Outside of NMLS</u>

GENERAL INFORMATION

Instruction

- 1. File the surrender request through NMLS.
- 2. There is no fee to surrender.
- 3. Send nothing to Arkansas Securities Department for surrender.

Help Resources

- <u>Company License Surrender Requests Quick Guide</u>
- License Status Review & Definitions Quick Guide

Agency Contact Information

Contact <u>Arkansas Securities Department</u> licensing staff by phone at <u>(501) 324-8688</u> or send your questions via email to <u>jay.drake@arkansas.gov</u> for additional assistance.

For U.S. Postal Service:

Arkansas Securities Department 1 Commerce Way Suite 402 Little Rock, AR 72202 For Overnight Delivery:

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

REQUIREMENTS COMPLETED IN NMLS			
Complete	AR Mortgage Banker License	Submitted via	
	Submission of Surrender Request through Company Form (MU1): Request the surrender of the license through the submission of the Company Form (MU1). See the <u>Company License Surrender Requests Quick Guide</u> for instructions.	NMLS	

REQUIREMENTS SUBMITTED OUTSIDE OF NMLS			
Complete	AR Mortgage Banker License	Submitted via	
Note	Company Owned Locations/Branches: If your company has licensed company owned locations/branches, you will be required to request to surrender your Mortgage Banker Branch License. See the Mortgage Banker Branch License Surrender Checklist for more information.		