



# AZ Debt Management Branch License Surrender Checklist (Branch)

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## CHECKLIST SECTIONS

- [General Information](#)
- [Requirements Completed in NMLS](#)
- [Requirements Submitted Outside of NMLS](#)

## GENERAL INFORMATION

**Note from AZ-DFI:** We ask that you provide the necessary information needed to make our decision within 10 days of the date we notify you of any deficiencies. This is to ensure the application can be processed and to avoid any undue delay. Untimely submissions may result in your application being considered withdrawn. If the application is withdrawn, the applicant will have the ability to reapply and the application fee will be waived.

### Instruction

1. File the surrender request through NMLS.
2. There is no fee to surrender.
3. Send nothing to Arizona Department of Financial Institutions for surrender.
4. We may request additional information upon review of your surrender; watch your email for such requests.

### Notice to Applicant Pursuant to A.R.S. § 41-1030

An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a license requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

This section may be enforced in a private civil action and relief may be awarded against the State. The court may award reasonable attorney fees, damages and all fees associated with the license application to a party that prevails in an action against the state for a violation of this section.

A State employee may not intentionally or knowingly violate this section. A violation of this section is cause for disciplinary action or dismissed pursuant to the Agency's adopted personnel policy.

This section does not abrogate the immunity provided by section 12-820.01 or 12-820.02.

### Help Resources

- [Company License Surrender Requests Quick Guide](#)
- [License Status Review & Definitions Quick Guide](#)

### Agency Contact Information

Contact [Arizona Department of Financial Institutions](#) licensing staff by phone at (602) 771-2800 or send your questions via email to [licensing@azdfi.gov](mailto:licensing@azdfi.gov) for additional assistance.

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	AZ Debt Management Branch License	Submitted via...
<input type="checkbox"/>	<p><b>Submission of Surrender Request through Branch Form (MU3):</b> Request the surrender of the license through the submission of the Branch Form (MU3). See the <a href="#">Company License Surrender Requests Quick Guide</a> for instructions.</p> <p><b>Note for Companies that hold the AZ Debt Management Branch License – Other Trade Name #:</b> If all of your licenses are closing, then request to surrender any “AZ Debt Management Branch License – Other Trade Name#” licenses in addition to the AZ Debt Management Branch License.</p> <p>If you just wish to request to surrender one or more of the AZ Debt Management Branch License – Other Trade Name #, do not request to surrender all licenses.</p>	<p><b>NMLS</b></p>

**REQUIREMENTS SUBMITTED OUTSIDE OF NMLS**

Complete	AZ Debt Management Branch License	Submitted via...
<p>No items are required to be submitted outside of NMLS for this license/registration at this time.</p>		