



CA-DBO Mortgage Loan Originator License Surrender Checklist (Individual)

CHECKLIST SECTIONS

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GENERAL INFORMATION

Instruction

1. File the surrender request through NMLS.
2. There is no fee to surrender.
3. Return your mortgage loan originator license to the California Department of Business Oversight.

Help Resources

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

Agency Contact Information

Contact *Department of Business Oversight* licensing staff by phone at [\(866\) 275-2677](tel:8662752677) or send your questions via email to ASK.DBO@dbo.ca.gov or additional assistance.

For U.S. Postal Service or Overnight Delivery:

*Department of Business Oversight
NMLS Licensing Unit
320 West 4th Street, Suite 750
Los Angeles, CA 90013*

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.

NOTE: SUBMIT A COPY OF THIS CHECKLIST ALONG WITH YOUR ORIGINAL LICENSE TO CA-DBO.

NMLS ID Number	
Licensee Legal Name	

REQUIREMENTS COMPLETED IN NMLS		
Complete	CA-DBO Mortgage Loan Originator License	Submitted via...
<input type="checkbox"/>	Submission of Surrender Request through Individual Form (MU4): Request the surrender of the license through the submission of the Individual Form (MU4). See the Individual License Surrender Requests Quick Guide for instructions.	NMLS

REQUIREMENTS SUBMITTED OUTSIDE OF NMLS		
Complete	CA-DBO Mortgage Loan Originator License	Submitted via...
<input type="checkbox"/>	Mortgage Loan Originator License: Return the license issued by the Department of Business Oversight.	NMLS