



Description



LOUISIANA MORTGAGE BRANCH REGISTRATION

Who is required to have this registration?

Each additional location of a licensed mortgage broker or mortgage lender, other than the main office location as identified on the mortgage company MU1, whether or not located in Louisiana, from which residential mortgage brokering, funding, and/or originating subject to the Louisiana S.A.F.E. Residential Mortgage Lending Act is conducted involving Louisiana residential property.

When not to file this registration?

An MU3 should not be filed for the main office location or any other office where you do not engage in residential mortgage lending activity as defined in LSA-R.S. 6:1083(11) or activities pertinent to the origination, brokering or funding of a Louisiana residential mortgage loan.

What are the pre-requisites for branch registrations?

- The company must submit a signed lease agreement in the name of the licensee for the location to be filed on the MU3
- A copy of any signed branch agreement that may have been executed between the company and the originator/branch manager.
- A list of the originators to be located at or assigned to the branch.
- Wholesale Lenders must submit a signed copy of the lease and a Wholesale Lender Location form [Wholesale Lender Form-Location only.doc](#)

WHO TO CONTACT – For jurisdiction specific questions concerning licensure, contact Louisiana Office of Financial Institutions, Non-depository Division licensing staff by phone at 225-925-4660 or send questions via email to nmls@ofi.louisiana.gov.

YOU ARE NOT AUTHORIZED TO ENGAGE IN MORTGAGE LENDING ACTIVITIES IN THE STATE OF LOUISIANA UNTIL YOU HAVE RECEIVED APPROVAL FROM THE LOUISIANA OFFICE OF FINANCIAL INSTITUTIONS.