



MA Check Seller License Surrender Checklist (Company)

CHECKLIST SECTIONS

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GENERAL INFORMATION

Instruction

1. File the surrender request through NMLS.
2. There is no fee to surrender.
3. We may request additional information upon review of your surrender; watch your email for such requests.

Help Resources

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

Agency Contact Information

Contact Massachusetts Division of Banks licensing staff by phone at (617) 956-1500, Ext. 61479 or send your questions via email to nmls@mass.gov for additional assistance.

For U.S. Postal Service:

*Massachusetts Division of Banks
Attn: NDIS- Money Services Business Licensing Unit
1000 Washington Street
10th Floor
Boston, Massachusetts 02118-2218*

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.

NMLS ID Number	
Licensee Legal Name	

REQUIREMENTS COMPLETED IN NMLS

Complete	MA Check Seller License	Submitted via...
<input type="checkbox"/>	Submission of Surrender Request through Company Form (MU1): Request the surrender of the license through the submission of the Company Form (MU1). See the Company License Surrender Requests Quick Guide for instructions.	NMLS
<input type="checkbox"/>	Terminate Authorized Agents (Delegates) Locations: Prior to submitting the request to surrender the license, submit an updated Uniform Authorized Agent Report with an <i>End Date</i> for each authorized agent/delegate in NMLS. See the Authorized Agent Quick Guide for more information. Note: Failure to upload an Agent’s information and include an End Date when terminating an agent location results in that agent continuing to be registered as active with the state regulator.	NMLS

REQUIREMENTS SUBMITTED OUTSIDE OF NMLS

Complete	MA Check Seller License	Submitted via...
No items are required to be submitted outside of NMLS for this license/registration at this time.		