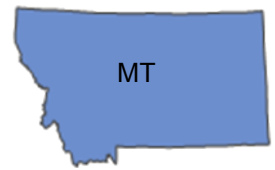




**Company Amendments
Agency Requirements**



MONTANA ESCROW BUSINESS LICENSE

Instructions

Montana does not require advance notice. Make the changes in NMLS as of the effective date and submit supporting documentation as instructed in the checklist below.

Fees - Montana does not charge fees for amendments.

How to submit Agency specific documents

1. In the NMLS document upload section, select the applicable document type.
2. You must email or mail the checklist below along with attached documents, if any, within 5 business days to the following address:

For U.S. Postal Service:

*Division of Banking and Financial Institutions
Escrow Licensing
P.O. Box 200546
Helena, MT 59620-0546
mortgagelicensing@mt.gov*

For Overnight Delivery:

*Division of Banking and Financial Institutions
Escrow Licensing
301 S. Park Ave, Suite 316
Helena, MT 59601
mortgagelicensing@mt.gov*

NMLS Unique ID Number: _____

Applicant Legal Name: _____

FILED IN NMLS	ATTACHED	NOT APPLICABLE	REQUIRED AMENDMENT ITEM
<input type="checkbox"/>	N/A	<input type="checkbox"/>	SURETY BOND RIDER. (For change of name only) - Contact the surety bond producer to inform them of the change and effective date, so the producer can initiate the Surety Bond Rider Process in NMLS. Visit the ESB for NMLS Licensees page for more information.
<input type="checkbox"/>	N/A	<input type="checkbox"/>	SECRETARY OF STATE/MUNICIPALITY DOCUMENTATION. For a corporation, limited liability company, limited partnership, or general partnership; provide a Certificate of Good Standing dated not more than 30 days from the filing of this application issued by the Montana Secretary of State.
<input type="checkbox"/>	N/A	<input type="checkbox"/>	DISCLOSURE QUESTIONS. Provide complete details of all events or proceedings for any "Yes" answer to any of the Disclosure questions for company.

WHO TO CONTACT – Contact the Montana Division of Banking and Financial Institutions licensing staff by phone at (406) 841-2920 or send your questions via e-mail to mortgagelicensing@mt.gov for additional assistance.

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