



NY Exempt Mortgage Banker Branch License-MH Surrender Checklist (Branch)

CHECKLIST SECTIONS

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GENERAL INFORMATION

Instruction

1. File the surrender request through NMLS.
2. There is no fee to surrender.

Help Resources

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

Agency Contact Information

Contact *New York State Department of Financial Services: Attention: Exempt Mortgage Banker Processing Unit* licensing staff by sending your questions via email to Mortgage.Banker@dfs.ny.gov for additional assistance.

For U.S. Postal Service:

*New York State Department of Financial Services
Attention: Exempt Mortgage Banker Processing Unit
One State Street
New York, NY 10004*

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	NY Exempt Mortgage Banker Branch License-MH	Submitted via...
<input type="checkbox"/>	Submission of Surrender Request through Branch Form (MU3): Request the surrender of the branch location through the submission of the Branch Form (MU3). See the Company License Surrender Requests Quick Guide for instructions.	NMLS