



Branch Surrender Checklist
Agency-Specific Requirements



OREGON PAYDAY/TITLE LOAN BRANCH LICENSE

Instructions:

1. File the surrender request through the NMLS.
2. There is no fee to surrender.
3. Send the required items listed below directly to the Division at one of the addresses below. We may request additional information upon review of your surrender; watch your e-mail for such requests.

For U.S. Postal Service:

Division of Financial Regulation
Licensing Section
PO Box 14480
Salem, OR 97309-0405

For Overnight Delivery:

Division of Financial Regulation
Licensing Section
350 Winter St. NE, Rm. 410
Salem, OR 97301-3881

SUBMITTED TO OREGON	ITEMS
<input type="checkbox"/>	Return the original license by mail to DFR at one of the addresses shown above.
<input type="checkbox"/>	Provide written Notice of Surrender & effective date of surrender.
<input type="checkbox"/>	Provide written declaration of the physical location of all lending files held by the entity surrendering the license.
<input type="checkbox"/>	Submit a completed Annual Report for the year in which the entity is surrendering its license to DFR at one of the addresses shown above.

WHO TO CONTACT – Contact the [Oregon Division of Financial Regulation](#) licensing staff by phone at [503-378-4140](tel:503-378-4140) or send your questions via e-mail to nmls.licensing@oregon.gov for additional assistance.

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 THE NMLS. SHOULD YOU HAVE QUESTIONS, PLEASE CONSULT LEGAL COUNSEL.