



# OR Debt Management Service Provider Registration Surrender Checklist (Company)

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## CHECKLIST SECTIONS

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## GENERAL INFORMATION

### Instruction

1. File the surrender request through NMLS.
2. There is no fee to surrender.
3. Send the required documents outside of NMLS to Oregon Division of Financial Regulation for surrender. 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 [Oregon Division of Financial Regulation](#) licensing staff by phone at [\(503\) 378-4140](tel:5033784140) or send your questions via email to [nmls.licensing@oregon.gov](mailto:nmls.licensing@oregon.gov) for additional assistance. Please specify this regards a DMSP.

*For U.S. Postal Service:*

*Oregon Division of Financial Regulation  
Licensing Section  
PO Box 14480  
Salem, OR 97309*

*For Overnight Delivery:*

*Oregon Division of Financial Regulation  
Licensing Section  
350 Winter Street NE Room 410  
Salem, OR 97301*

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	OR Debt Management Service Provider Registration	Submitted via...
<input type="checkbox"/>	<b>Submission of Surrender Request through Company Form (MU1):</b> Request the surrender of the license through the submission of the Company Form (MU1). See the <a href="#">Company License Surrender Requests Quick Guide</a> for instructions.	<b>NMLS</b>

REQUIREMENTS SUBMITTED OUTSIDE OF NMLS		
Complete	OR Debt Management Service Provider Registration	Submitted via...
<input type="checkbox"/>	<b>Consumer accounts and records:</b> Provide notice of where the company's records will be kept for the three-year retention requirement of ORS 697.672 and, if the company still has current Oregon clients, where those clients will be referred. This information must be sent outside of NMLS, directly to the Division of Financial Regulation using the method indicated.	<b>Email to</b> <a href="mailto:nmls.licensing@oregon.gov">nmls.licensing@oregon.gov</a> <b>OR</b> <b>Mail to the Division of Financial Regulation</b>