



OR Money Transmitter 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. 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 for additional assistance. Please specify that this regards money transmitters.

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.

NMLS ID Number	
Licensee Legal Name	

REQUIREMENTS COMPLETED IN NMLS		
Complete	OR Money Transmitter License	Submitted via...
<input type="checkbox"/>	<p>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.</p> <p>See the Authorized Agent Quick Guide for more information.</p> <p>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 and is subject to all relevant fees.</p>	NMLS
<input type="checkbox"/>	<p>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.</p>	NMLS

REQUIREMENTS SUBMITTED OUTSIDE OF NMLS		
Complete	OR Money Transmitter License	Submitted via...
<input type="checkbox"/>	<p>Return Original License: Return the original license outside of NMLS, directly to the Division of Financial Regulation using the method indicated.</p>	Mail to the Division of Financial Regulation
<input type="checkbox"/>	<p>Outstanding Payment Instruments: Provide a list of all outstanding payment instruments. This information must be sent outside of NMLS, directly to the Division of Financial Regulation using the method indicated.</p> <p>Note: The company’s surety bond must continue to cover any claims that arise within five years after the surrender of the license.</p>	<p>Email to nmls.licensing@oregon.gov</p> <p>OR</p> <p>Mail to the Division of Financial Regulation</p>