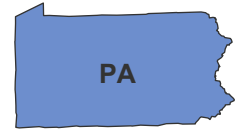




Description



PENNSYLVANIA DEBT MANAGEMENT SERVICES LICENSE (BRANCH)

Who is required to have this license?

A debt management services license is required by any person, as defined by the Debt Management Services Act, who advertises, solicits, states or represents that he or she can offer, obtain or procure debt management services. The branch license is required of a place of business, other than the principal place of business, from which a person engages in debt management services.

(NOTE: If licensee is a domestic or foreign not for profit corporation or association and is registered as such under 15 Pa.C.S. Pt. II Subpt. C (relating to nonprofit corporations) with the Secretary of the Commonwealth and has annual gross revenues from debt management service fees and charges of less than \$3,000,000 annually, please refer to the Debt Management Services (DL) Branch Licensing information.)

For help with the NMLS application, see the [Quick Guide for submitting a complete Branch Form](#) through NMLS.

What are the pre-requisites for license applications?

- Branch Manager: Each branch office requires a designated Branch Manager who is in charge of and responsible for the business operations of the branch location.
- Criminal background check for Branch Manager.
- Credit check for Branch Manager.
- Tax Certification for Branch Manager. Branch Managers are required to provide a certified memorandum indicating all tax obligations to the Commonwealth of Pennsylvania have been paid or that a deferred payment plan with the Pennsylvania Department of Revenue has been made.

WHO TO CONTACT – Contact the Pennsylvania Department of Banking and Securities, Non-Depository licensing staff by phone at (717)787-3717 or send your questions via e-mail to ra-asklicensing@pa.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.