Instructions

1. Licensee must notify the RI Department of Business Regulation through the NMLS within 24 hours of terminating business under this license.
2. Any Surrender must also be reported on the applicable Form MU3.
3. The licensee must return the original license to the State of Rhode Island Division of Banking within 5 business days of the electronic submission of your surrender request to the following:

   State of Rhode Island
   Department of Business Regulation
   Division of Banking
   1511 Pontiac Avenue, Bldg. 68-2
   Cranston, Rhode Island 02920

   NMLS Branch Unique ID Number: __________________________________________
   Licensee Legal Name: ____________________________________________________
   Rhode Island Branch License Number: ______________________________________
   Effective Date of Surrender: _______________________________________________

   ATTACHED  |  NOT APPLICABLE | ITEM
   ────────────|----------------─|----------------------------------------------
   ☐          | ☐               | LICENSE. Enclose the original license as issued by the State of Rhode Island Division of Banking.

WHO TO CONTACT – Contact Division of Banking licensing staff by phone at 401-462-9503 or send your questions via e-mail to bankinquiry@dbr.ri.gov for additional assistance.