



# SD Mortgage Loan Originator License Surrender Checklist (Individual)

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## CHECKLIST SECTIONS

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## GENERAL INFORMATION

### Instruction

1. File the surrender request through NMLS within ten (10) days of terminated business under this registration.
2. A licensee is the only party that can surrender a mortgage loan originator license.
3. There is no fee to surrender at this time.
4. Send nothing to South Dakota Division of Banking for surrender. We may request additional information upon review of your surrender; watch your email for such requests.

### Help Resources

- [Individual License Surrender Requests Quick Guide](#)
- [License Status Review & Definitions Quick Guide](#)

### Agency Contact Information

Contact *South Dakota Division of Banking* licensing staff by phone at [\(605\) 773-3421](tel:6057733421) or send your questions via email to [banking@state.sd.us](mailto:banking@state.sd.us) 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 NMLS. SHOULD YOU HAVE QUESTIONS, PLEASE CONSULT LEGAL COUNSEL.

**REQUIREMENTS COMPLETED IN NMLS**

Complete	SD Mortgage Loan Originator License	Submitted via...
<input type="checkbox"/>	<b>Submission of Surrender Request through Individual Form (MU4):</b> Request the surrender of the license through the submission of the Individual Form (MU4). See the <a href="#">Individual License Surrender Requests Quick Guide</a> for instructions.	<b>NMLS</b>

**REQUIREMENTS SUBMITTED OUTSIDE OF NMLS**

Complete	SD Mortgage Loan Originator License	Submitted via...
No items are required to be submitted outside of NMLS for this license/registration at this time.		