



KY Student Loan Servicer License Surrender Checklist (Branch)

CHECKLIST SECTIONS

- [General Information](#)
- [Requirements Completed in NMLS](#)
- [Requirements Submitted Outside of NMLS](#)

GENERAL INFORMATION

Instruction

1. File the surrender request through NMLS.
2. There is no fee to surrender.

Help Resources

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

Agency Contact Information

Contact Non-Depository licensing staff by phone at (502)573-3390 or send your questions via email to dficpdlicensing@ky.gov for additional assistance.

For U.S. Postal Service:

*Kentucky Department of Financial Institutions
Non-Depository Division
500 Mero Street 2SW19
Frankfort, KY 40601*

For Overnight Delivery:

*Kentucky Department of Financial Institutions
Non-Depository Division
500 Mero Street 2SW19
Frankfort, KY 40601*

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	KY Student Loan Servicer License	Submitted via...
<input type="checkbox"/>	Submission of Surrender Request through Branch Form (MU3): Request the surrender of the license through the submission of the Branch Form (MU3). See the Company License Surrender Requests Quick Guide for instructions.	NMLS

REQUIREMENTS SUBMITTED OUTSIDE OF NMLS

Complete	KY Student Loan Servicer License	Submitted via...
Note	Company Owned Locations/Branches: If your company has licensed company owned locations/branches, you will be required to request to surrender your <i>KY Student Loan Servicer License</i> .	