



Amendment Checklist Agency Requirements



WASHINGTON MORTGAGE BROKER BRANCH LICENSE

Instructions

When making changes to your record in NMLS, be aware that Washington requires **20** days advance notification for changes to:

- Physical Address
- Trade Name

All changes to branch records do not require action(s) or document(s) outside of NMLS.

Fees

Washington does not collect amendment fees for any changes to a branch license.

How to submit Agency specific documents

All changes are made in NMLS and do not require sending anything outside of NMLS.

WHO TO CONTACT – For Washington specific questions concerning licensure, contact DFI at 360-902-8703, options 2, 3, 1.