Who may request an Exempt Mortgage Company Registration?

A company exempt from licensure under W.Va. Code §31-17-2 may voluntarily register with the West Virginia Division of Financial Institutions. This registration is **OPTIONAL** for companies who are not required to hold a license but employ one or more Mortgage Loan Originators subject to licensure in the state.

Companies registering through NMLS with the West Virginia Division of Financial Institutions must agree to abide by NMLS requirements, including attesting to the accuracy of the information submitted, agreeing to keep it updated through NMLS, submitting required quarterly reports and annually renewing the registration through the NMLS Renewal Process.

Who is not allowed to maintain an Exempt Mortgage Company Registration?

- Any company required to hold a license under W.Va. Code §31-17-2 may not hold an Exempt Company Registration. Such institutions must hold a broker and/or lender license.

- Any company that is not employing individuals required to hold a Mortgage Loan Originator License under W.Va. Code §§31-17A-1, et seq. may not hold an Exempt Company Registration.

What are the pre-requisites for registration applications?

- There are no pre-requisites for companies authorized to register as an Exempt Company Registration in West Virginia.

- Companies registering with the West Virginia Division of Financial Institutions must agree to abide by all NMLS policies and use agreements.

WHO TO CONTACT – Contact W.Va. Division of Financial Institutions licensing staff by phone at 304.558.2294 or send your questions via e-mail to:

- Lisa Miller at lmill@wvdob.org
- Terri Shock at tshock@wvdob.org
- Rob Young at ryoung@wvdob.org

The applicant is fully responsible for their eligibility for the Exempt Company Registration, including the jurisdiction specific requirements. Should you have any questions please consult legal counsel.