



Surrender Checklist

Jurisdiction-Specific Requirements



WEST VIRGINIA MONEY TRANSMITTER LICENSE

Instructions

1. File the surrender request through the NMLS.
2. There is no fee to surrender.
3. The West Virginia Division of Financial Institutions does not require anything to surrender. However, the surety bond provided in connection with this license shall be maintained until five years after the licensee ceases to do business in this state unless all outstanding checks/payment instruments are cleared or have been properly transferred under state law provisions relating to unclaimed property and documented to the Division of Financial Institutions. Please refer to the W. Va. Code for additional details or contact the individuals listed below for assistance.
4. We may request additional information upon review of your surrender; watch your e-mail for such requests.

*For U.S. Postal Service or Overnight Delivery:
West Virginia Division of Financial Institutions
900 Pennsylvania Avenue, Suite 306
Charleston, WV 25302-3542*

WHO TO CONTACT – Contact West Virginia Division of Financial Institutions licensing staff by phone at (304) 558-2294 or send your questions via e-mail to the following for additional assistance:

Tracy Hudson at thudson@wvdob.org
Ruth Holt at rholt@wvdob.org
Steven Burdette at sburdette@wvdob.org

THE APPLICANT/LICENSEE IS FULLY RESPONSIBLE FOR ALL OF THE REQUIREMENTS OF THE LICENSE WHICH THEY ARE SURRENDERING. THE JURISDICTION SPECIFIC REQUIREMENTS CONTAINED HEREIN ARE FOR GUIDANCE ONLY TO FACILITATE SURRENDER THROUGH THE NMLS. SHOULD YOU HAVE QUESTIONS, PLEASE CONSULT LEGAL COUNSEL.