



PREPARING FOR RENEWAL QUICK REFERENCE (MONEY SERVICES BUSINESS, DEBT, AND CONSUMER FINANCE COMPANIES)

These are the recommended procedures and practices for Renewal preparation.

Companies – [Renewal Handbook for Money Services Business, Debt, and Consumer Finance Companies](#)

Task	Action	Resources
Ensure company and branch records are up-to-date	Submit any amendments via a filing under the Filing tab as needed.	Company (MU1) Amendments Quick Guide Branch (MU3) Amendments Quick Guide
Confirm licenses are in statuses eligible for renewal	Review the <i>State License/Registration List</i> under the Composite View tab.	License Status and License Items Review Video
Address any outstanding license items	View the <i>License Item List</i> under the Tasks tab or the entity dashboard and take the necessary action(s).	License Item List Quick Guide Company Dashboard Quick Guide Preparing for Company Renewal Quick Guide
Review agency-specific Renewal requirements	Review the Streamlined Annual Renewals page of the NMLS Resource Center.	Renewal Checklists
Run the Renewal Activity Reports to determine whether a regulator is preventing renewal	Run the Renewal Activity Reports for Company/Branch under the Renewal tab.	Renewal Activity Company Branch Sample Report