Branch Expense Information

Overview / Policy

If you answered “Yes” to the 4th question on the Operation Information screen [**Other than the entity, is anyone responsible for the expenses or have a financial interest in the activities of this branch?]**, you must provide information about the entity here.

Definitions and Charts

Not Applicable

How To

Add Expense Information:

1. From the *Expense Information* screen, click **Add**.
2. Complete all **required fields**.
3. Click **Save**.

Repeat steps to add an additional Expense Information record or click the Edit icon to edit or delete an Expense Information record.

Helpful Hints

1. If there is an expense sharing agreement for shared work space check with your regulator for specific requirements.

Additional Resources:

- Find State-Specific requirements on the NMLS Resource Center.
- Details regarding information available on NMLS Consumer Access can be found within Information Viewable on NMLS Consumer Access.
- Quick Guides:
  - Submitting Branch Form (MU3)
  - Uploading Documents in NMLS

See Company and Branch Help Table of Contents