



# Company Request/Transition License(s)

# Overview/Policy

The Request License(s) screen identifies the license/registration types available based on the business activities and states selected on the Business Activities screen.

Entities that are currently licensed with a state (outside of NMLS) and have been directed to transition the license(s) will enter their license number on this screen.

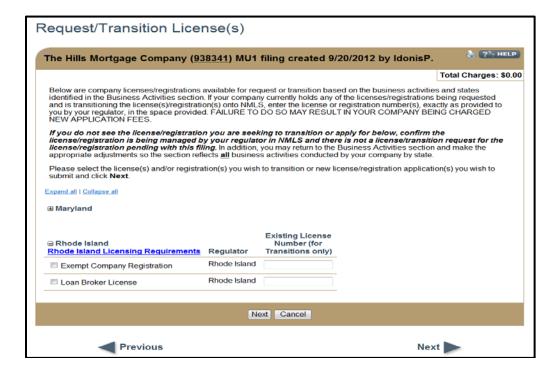
### **Definitions and Charts**

Not Applicable

#### How To

### Request/Transition a License:

- 1. Select the **checkbox** next to the license/registration for which a License Request will be submitted.
  - Note: If you are transitioning an existing license onto NMLS, enter the existing license number in the Existing License Number box.
- 2. Click **Next** to go to the confirmation page.
- 3. Confirm the list of licenses/registrations selected to request or transition and click **Continue with Filing**.







## **Helpful Hints**

- 1. If requesting a new company license/registration, leave the License Number field blank.
- 2. If currently licensed and requesting a transition, enter the license number exactly as provided by the regulator in the space provided. Failure to do so may result in new applications fees being charged.
- 3. Review the license description and checklist for the license you are requesting to confirm you have made the appropriate selection. If you are not sure you have made the right selection, contact your state regulator before submitting your request through NMLS.
- 4. Users can Expand All or Collapse All for all states listed on this screen.

### **Additional Resources:**

- Find State-Specific requirements on the <u>NMLS Resource Center</u>.
- Details regarding information available on NMLS Consumer Access can be found within Information Viewable on NMLS Consumer Access.
- Quick Guides:
  - Submitting Company Form (MU1)

See Company and Branch Help <u>Table of Contents</u>