



Surrender Checklist

Jurisdiction-Specific Requirements



IDAHO COLLECTION AGENCY LICENSE

Instructions

1. File the surrender request through the NMLS.
2. There is no fee to surrender.
3. Provide the information below to the Idaho Department of Finance for surrender. We may request additional information upon review of your surrender; watch your e-mail for such requests. This information may be faxed or emailed with this checklist.

For U.S. Postal Service:

*Idaho Department of Finance
Consumer Finance Bureau
PO Box 83720
Boise, ID 83720-0031*

For Overnight Delivery:

*Idaho Department of Finance
Consumer Finance Bureau
11341 W. Chinden Blvd. Ste. A300
Boise, ID 83714*

FILED IN NMLS	ATTACHED	NOT APPLICABLE	ITEM
<input type="checkbox"/>	N/A	N/A	<p>REQUIREMENTS FOR CLOSURE OR DISCONTINUANCE OF OPERATIONS: Upload to the Business Plan Section on NMLS documentation and explanations providing sufficient proof, in accordance with Idaho Code 26-2246, that:</p> <ul style="list-style-type: none"> The licensee has remitted to all of its creditor clients all moneys collected on their behalf and due such creditor clients; All collection accounts, judgments obtained, and other accounts have been returned to the creditor clients or other proper parties, and if appropriate, assigned by the licensee to its creditor clients or other proper parties; All valuable papers, documents, judgments and other property provided to the licensee by its creditor clients or other parties in connection with the collection agency's collection activities have been returned to the creditor clients or other proper parties; and All open accounts of any licensable activity have been properly assigned to another licensee or terminated in accordance with any contract with any debtor client. A licensee which holds a license issued pursuant to this act, upon closure or discontinuance of its operations, shall maintain the bonds required of such licensee to conduct a collection agency business until a final accounting of its affairs, as set forth above, has been filed with and approved by the director.

WHO TO CONTACT – Contact the Consumer Finance licensing staff by phone at (208) 332-8002 or send your questions via e-mail to collections@finance.idaho.gov for additional assistance.

THE APPLICANT/LICENSEE IS FULLY RESPONSIBLE FOR ALL OF THE REQUIREMENTS OF THE LICENSE FOR 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.