



Surrender Checklist

Jurisdiction-Specific Requirements



IDAHO REGULATED LENDER LICENSE

Instructions

1. File the surrender request through the NMLS.
2. There is no fee to surrender.
3. Confirm record storage information prior to filing surrender notification and update Form MU1 as applicable.
4. Surrender of the "Home/Main" office license terminates license authority at all locations by operation of law. However, licensee must file the request to surrender all branch licenses individually in NMLS. Refer to the Branch "Surrender" Jurisdiction-Specific Requirements and checklist.
5. We may request additional information upon review of your surrender; watch your e-mail for such requests.
6. Jurisdiction-specific requirements as identified on the checklist below must be received with this checklist within 5 business days of the electronic submission of your filing through NMLS at the following:

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*

NMLS Unique ID Number: _____

Licensee Legal Name: _____

Attached	NMLS	Not applicable	Item
<input type="checkbox"/>	NA	NA	IDAHO PIPELINE OF BUSINESS. Provide a detailed written explanation as to the disposition/distribution/assignment of Idaho consumer loans. Include name of company, contact person, physical address and phone number(s) that any applications and open accounts are assigned to, as well as borrower names, contact information and application/loan status. Send to icc.mail@finance.idaho.gov .
<input type="checkbox"/>	NA	NA	ANNUAL REPORT. Provide a completed Annual Report of Activity for any Idaho consumer loan activity conducted during the calendar year up to the date of license surrender. Forms may be found at www.finance.idaho.gov .

WHO TO CONTACT – Contact the Consumer Finance licensing staff by phone at (208) 332-8002 or send your questions via e-mail to icc.mail@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.