



MI Mortgage Loan Originator License Surrender Checklist (Individual)

CHECKLIST SECTIONS

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GENERAL INFORMATION

Instruction

1. File the surrender request through NMLS.
2. There is no fee to surrender.
3. The licensee must submit any documents required on the checklist below with this checklist within 5 business days of the electronic submission of your surrender through the NMLS.

Help Resources

- [Individual License Surrender Requests Quick Guide](#)
- [License Status Review & Definitions Quick Guide](#)

Agency Contact Information

Contact Office of Consumer Finance by phone at (877) 999-6442 or send your questions via email to difs-fin-info@michigan.gov for additional assistance.

For U.S. Postal Service:

Department of Insurance and Financial Services
Office of Consumer Finance
P.O. Box 30220
Lansing, MI 48909-7720

For Overnight Delivery:

Department of Insurance and Financial Services
Office of Consumer Finance
530 W. Allegan St., 7th Floor
Lansing, MI 48933

THE APPLICANT/LICENSEE IS FULLY RESPONSIBLE FOR ALL OF THE REQUIREMENTS OF THE LICENSE FOR WHICH THEY ARE APPLYING. THE AGENCY SPECIFIC REQUIREMENTS CONTAINED HEREIN ARE FOR GUIDANCE ONLY TO FACILITATE APPLICATION THROUGH NMLS. SHOULD YOU HAVE QUESTIONS, PLEASE CONSULT LEGAL COUNSEL.

REQUIREMENTS COMPLETED IN NMLS

Complete	MI Mortgage Loan Originator License	Submitted via...
<input type="checkbox"/>	Submission of Surrender Request through Individual Form (MU4): Request the surrender of the license through the submission of the Individual Form (MU4). See the Individual License Surrender Requests Quick Guide for instructions.	NMLS

REQUIREMENTS SUBMITTED OUTSIDE OF NMLS

Complete	MI Mortgage Loan Originator License	Submitted via...
No items are required to be submitted outside of NMLS for this license at this time.		