



MN Electronic Financial Terminal License Surrender Checklist (Company)

CHECKLIST SECTIONS

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GENERAL INFORMATION

Instruction

1. File the surrender request through NMLS.
2. There is no fee to surrender.
3. Send nothing to Minnesota Department of Commerce for surrender. We may request additional information upon review of your surrender; watch your email for such requests.
4. Update the Uniform Authorized Agent Report for terminating individual locations.

Help Resources

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

Agency Contact Information

Contact Financial Institutions Division licensing staff by phone at 651-539-1570 or send your questions via email to ElectronicFinancialTerminal.Commerce@state.mn.us for additional assistance.

For U.S. Postal and Overnight Delivery Service:

*Department of Commerce
Financial Institutions Division
85 7th Place East
Suite 280
St. Paul, MN 55101*

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.

NMLS ID Number	
Licensee Legal Name	

REQUIREMENTS COMPLETED IN NMLS		
Complete	MN Electronic Financial Terminal License	Submitted via...
<input type="checkbox"/>	<p>Terminate EFT Locations: When terminating an EFT location, the company must submit an updated Uniform Authorized Agent Report with an <i>End Date</i> for each location that is been terminated/surrendered. Termination of terminal locations must be reported within ten days after termination.</p> <p>Note: Failure to upload an EFT termination and include an End Date when terminating an agent location results in that agent continuing to be registered as active with the state regulator.</p>	NMLS
<input type="checkbox"/>	<p>Submission of Surrender Request through Company Form (MU1): Request the surrender of the company license through the submission of the Company Form (MU1). See the Company License Surrender Requests Quick Guide for instructions.</p>	NMLS