



# MN Mortgage Loan Originator License Surrender Checklist (Individual)

---

## CHECKLIST SECTIONS

- [General Information](#)
- [Requirements Completed in NMLS](#)
- [Requirements Submitted Outside of NMLS](#)

## GENERAL INFORMATION

### Instruction

1. File the surrender request through NMLS.
2. There is no fee to surrender.
3. Make sure that your NMLS record contains up-to-date contact information.
4. Send nothing to Minnesota Department of Commerce for surrender.

### Help Resources

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

### Agency Contact Information

Contact Financial Institutions licensing staff by phone at (651) 539-1570 or send your questions via email to [mortgage.commerce@state.mn.us](mailto:mortgage.commerce@state.mn.us) for additional assistance.

### *For U.S. Postal Service and Overnight Delivery:*

*Department of Commerce  
Financial Institutions Division  
85 7<sup>th</sup> 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.

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

REQUIREMENTS SUBMITTED OUTSIDE OF NMLS		
Complete	MN Mortgage Loan Originator	Submitted via...
No items are required to be submitted outside of NMLS for this license/registration at this time.		