### **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. Send nothing to VT Department of Financial Regulation for surrender. We may request additional information upon review of your surrender; watch for license items or emails for such requests.

## **Help Resources**

- Company License Surrender Requests Quick Guide
- License Status Review & Definitions Quick Guide

# **Agency Contact Information**

Contact *Vermont Department of Financial Regulation* licensing staff by phone at (802) 828-3307 or send your questions via email to <a href="mailto:dfr.licensing@vermont.gov">dfr.licensing@vermont.gov</a> for additional assistance.

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.

Updated: 6/5/2023 Page 1 of 2

REQUIREMENTS COMPLETED IN NMLS			
Complete	VT Debt Adjuster Branch Registration	Submitted via	
	Submission of Surrender Request through Branch Form (MU3): Request the surrender of the registration through the submission of the Branch Form (MU3). See the Company License Surrender Requests Quick Guide for instructions.	NMLS	

REQUIREMENTS SUBMITTED OUTSIDE OF NMLS			
Complete	VT Debt Adjuster Branch Registration	Submitted via	
No items are required to be submitted outside of NMLS for this license/registration at this time.			

Updated: 6/5/2023 Page 2 of 2