



TX-DOB Money Transmission License Surrender Checklist (Company)

CHECKLIST SECTIONS

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GENERAL INFORMATION

Instructions

1. File the surrender request through NMLS.
2. There is no fee to surrender.
3. Upon submission of the Surrender Request, you will be notified by the Texas Department of Banking of the status of your license.

Help Resources

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

Agency Contact Information

Contact the Non-Depository Supervision division at the Texas Department of Banking by phone at (512) 475-1291 or send your questions via email to mgonzales@dob.texas.gov for additional assistance.

For U.S. Postal Service & Overnight Delivery:

*Texas Department of Banking
Non-Depository Supervision
2601 North Lamar Blvd.
Austin, TX 78705-4294*

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	TX-DOB Money Transmission License	Submitted via...
<input type="checkbox"/>	<p>Submission of Surrender Request through Company Form (MU1): Request the surrender of the license through the submission of the Company Form (MU1). See the Company License Surrender Requests Quick Guide for instructions.</p> <p>Confirm the following information has been updated and is accurate in NMLS prior to the submission:</p> <ul style="list-style-type: none"> Physical address/location of where the entity's records will be stored; Name, address, and telephone number of the individual responsible for providing access to the entity's records; and Security under Texas Finance Code Section 151.308. 	NMLS
<input type="checkbox"/>	<p>Transaction and Liabilities: The date of the last transaction conducted and the total of any outstanding liabilities.</p>	<p>Upload in NMLS: under the Document Type <u>State-Specific Document Upload Type - Additional Requirement(s)</u> in the <i>Document Uploads</i> section of the Company Form (MU1)</p>
<input type="checkbox"/>	<p>License: Written confirmation that the original license issued by the Texas Department of Banking and any copies are not being displayed in public and have been destroyed.</p>	<p>Upload in NMLS: under the Document Type <u>State-Specific Document Upload Type - Additional Requirement(s)</u> in the <i>Document Uploads</i> section of the Company Form (MU1)</p>