



TX-SML Mortgage Banker Registration Surrender Checklist (Company)

CHECKLIST SECTIONS

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GENERAL INFORMATION

Instruction

1. File the surrender request through NMLS.
2. We may request additional information upon review of your surrender; watch your email for such requests.

Help Resources

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

Agency Contact Information

Contact TX-SML Licensing staff by phone at 512-475-1350 or toll free at 877-276-5550 or send your questions via e-mail to nmls@sml.texas.gov for additional assistance.

For U.S. Postal Service and Overnight Delivery:

*Department of Savings and Mortgage Lending
Licensing Section
2601 North Lamar Boulevard, Suite 201
Austin, Texas 78705-4207*

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.
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REQUIREMENTS COMPLETED IN NMLS		
Complete	TX-SML Mortgage Banker Registration	Submitted via...
<input type="checkbox"/>	Prior to submitting the request to Surrender the registration, verify that all Texas residential mortgage loan originators sponsorships linked to the MU1 have been removed.	NMLS
<input type="checkbox"/>	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.	NMLS
NOTE	If the mortgage banker holds any active Texas branch licenses, a Surrender Request must also be filed using a MU3 license under the NMLS.	
NOTE	The Surrender Request will not be accepted if the mortgage banker is not in compliance with the Department or has failed to file any previous Mortgage Call Reports.	

REQUIREMENTS SUBMITTED OUTSIDE OF NMLS - *These items must be completed outside of NMLS and submitted directly to the regulator.*

No items are required to be submitted outside of NMLS for this license at this time.