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. Mail the original license to the Department of Business Oversight for surrender.

Help Resources

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

Agency Contact Information

Please refer to the Department of Business Oversight website at www.dbo.ca.gov or contact the Department of Business Oversight by phone at (866) 275-2677 for additional assistance.

Mailing Address:

Department of Business Oversight
PACE Licensing
320 W. Fourth Street, Suite 750
Los Angeles, CA 90013

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

<table>
<thead>
<tr>
<th>Complete</th>
<th>CA PACE Program Administrator License</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Submission of Surrender Request through Company Form (MU1): Request the surrender of the license through the submission of the Company Form (MU1). See the <a href="#">Company License Surrender Requests Quick Guide</a> for instructions.</td>
</tr>
</tbody>
</table>

|Submitted via...| NMLS|

### REQUIREMENTS SUBMITTED OUTSIDE OF NMLS

<table>
<thead>
<tr>
<th>Complete</th>
<th>CA PACE Program Administrator License</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>License: Mail the original license issued by the California Department of Business Oversight. If the license has been lost or misplaced, provide an attestation to that affect.</td>
</tr>
</tbody>
</table>

|Submitted via...| Mail to: Department of Business Oversight  
PACE Licensing  
320 W. Fourth Street,  
Suite 750  
Los Angeles, CA 90013|

|          | Location of Records: Provide the location where the records will be maintained. Also provide the name, address, and phone number of the individual(s) responsible for safekeeping of the books and records after the surrender. |

|Email to| PaceLicensing@dbo.ca.gov|

|          | Individual Responsible for Wind Down of Operations: Provide the name, address, and phone number of the individual(s) responsible for winding down the operations and resolving consumer complaints. |

|Email to| PaceLicensing@dbo.ca.gov|