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. Return original license certificate to Iowa Division of Banking for surrender.

Help Resources

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

Agency Contact Information

Contact the Iowa Division of Banking licensing staff by phone at 515-281-4014 or send your questions via email to fblicensing@idob.state.ia.us for additional assistance.

For U.S. Postal Service/Overnight Delivery:

Iowa Division of Banking
200 E. Grand Avenue
Suite 300
Des Moines, IA 50309

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>IA Nonprofit Mortgage Banker Registrant</th>
<th>Submitted via...</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>
<td>NMLS</td>
</tr>
</tbody>
</table>

### REQUIREMENTS SUBMITTED OUTSIDE OF NMLS

<table>
<thead>
<tr>
<th>Complete</th>
<th>IA Nonprofit Mortgage Banker Registrant</th>
<th>Submitted via...</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>License Certificate: This information must be sent outside of NMLS, directly to Iowa Division of Banking using the method indicated.</td>
<td>Mail to IDOB</td>
</tr>
</tbody>
</table>