



# IL Consumer Installment Loan Branch License Surrender Checklist (Branch)

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## CHECKLIST SECTIONS

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## GENERAL INFORMATION

### Instruction

1. File the surrender request through NMLS.
2. There is no fee to surrender.
3. Illinois Department of Financial & Professional Regulation 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 *Illinois Department of Financial & Professional Regulation* licensing staff by phone at [\(312\) 814-5145](tel:3128145145) or send your questions via email to [FPR.ConsumerCredit@illinois.gov](mailto:FPR.ConsumerCredit@illinois.gov) for additional assistance.

### *For U.S. Postal Service & Overnight Delivery:*

*Illinois Department of Financial & Professional Regulation  
Division of Financial Institutions  
Consumer Credit Section  
100 W. Randolph St. Suite 9-100  
Chicago, IL 60601*

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	IL Consumer Installment Loan Branch License	Submitted via...
<input type="checkbox"/>	<b>Submission of Surrender Request through Branch Form (MU3):</b> Request the surrender of the license through the submission of the Branch Form (MU3). See the <a href="#">Company License Surrender Requests Quick Guide</a> for instructions.	<b>NMLS</b>

REQUIREMENTS SUBMITTED OUTSIDE OF NMLS		
Complete	IL Consumer Installment Loan Branch License	Submitted via...
<input type="checkbox"/>	<b>Original License:</b> Return Original License with a Cancellation request, and Notify the Department of the location where the books, accounts, contracts, and records will be maintained.	<b>Mail to IDFP</b>