



NJ Student Loan Servicer License Surrender Checklist (Company)

CHECKLIST SECTIONS

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GENERAL INFORMATION

Instruction

1. File the surrender request through NMLS.
2. There is no fee to surrender.
3. Please request information about the surrender process via email from bankingannualreports@dobi.nj.gov.

Help Resources

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

Agency Contact Information

Contact the New Jersey Division of Banking licensing staff by phone at (609) 292-7272 or send your questions via email to bankingannualreports@dobi.nj.gov for additional assistance.

For U.S. Postal Service:

*New Jersey Department of Banking & Insurance
Licensing Services Bureau, Banking
P.O. Box 473
Trenton, NJ 08625*

For Overnight Delivery:

*New Jersey Department of Banking & Insurance
Licensing Services Bureau, Banking
20 West State Street, 8th Floor
Trenton, NJ 08608*

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		
Complete	NJ Student Loan Servicer License	Submitted via...
<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

REQUIREMENTS SUBMITTED OUTSIDE OF NMLS		
Complete	NJ Student Loan Servicer License	Submitted via...
Note	Company Owned Locations/Branches: If your company has licensed company owned locations/branches, you will be required to request to surrender your <i>New Jersey Student Loan Servicer Branch License</i> . See the <i>New Jersey Student Loan Servicer Branch License Surrender Checklist</i> for more information.	
<input type="checkbox"/>	Surrender Form: Contact the New Jersey Department of Banking and Insurance to request a surrender form. This information must be completed and sent, outside of NMLS, directly to New Jersey Department of Banking and Insurance using the method indicated.	Email to: bankingannualreports@dobi.nj.gov

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