Who is required to have the Washington Consumer Loan Branch Office license?
This license is required if the company already has a main office Consumer Loan Company License but plans to conduct Washington State business at a location other than the main office. Branch licenses can be outside of Washington State and can be residences.

Who does not need the Washington Consumer Loan Branch Office license?
A Consumer Loan Branch Office License isn't required for any branch location outside of Washington State which does not serve Washington State citizens or provide services for loans on property in Washington.

Prerequisites at a Glance:
1. Other Trade Name – enter the name(s), other than the company’s corporate name, which the branch will use to conduct business, even if the name is listed on the company record
2. Branch Manager – an individual must be identified on the branch record as a branch manager, can be a control person at the main office
   - **Applicants with MLOs** – The branch manager must also be a WA MLO if he or she conducts the activities of a MLO or directly supervises WA MLOs. The branch manager can be a MLO in any state if he or she directly supervises underwriters and/or processors.

What must I send outside NMLS to complete my application?
The Washington Consumer Loan Branch application is a paperless with everything necessary to be filed in NMLS. Nothing should be provided to the Department outside of NMLS.

WHO TO CONTACT – For Washington specific questions concerning licensure, contact DFI at 360-902-8703, options 2,3,1 or CSLicensing@dfi.wa.gov

THE APPLICANT IS FULLY RESPONSIBLE FOR ALL OF THE REQUIREMENTS OF THE LICENSE FOR WHICH THEY ARE APPLYING. THE JURISDICTION SPECIFIC REQUIREMENTS CONTAINED HEREIN ARE FOR GUIDANCE ONLY TO FACILITATE APPLICATION THROUGH THE NMLS. SHOULD YOU HAVE QUESTIONS, PLEASE CONSULT LEGAL COUNSEL.