

DEPARTMENT OF ADMINISTRATION  
DIVISION OF BANKING & FINANCIAL INSTITUTIONS



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November 1, 2017

**RE: 2018 Mortgage Servicer, Mortgage Broker, Mortgage Lender, and Loan Originator License Renewal**

Dear Sir or Madam:

Montana law, 32-9-117, MCA, requires that mortgage servicer, mortgage broker, mortgage lender, and loan originator licenses be renewed annually. It is the responsibility of each licensee to renew their license. Renewals must be completed by December 31, 2017. Failure to complete the renewal process, including the submission of supplemental information, by December 31, 2017 will result in late fees in the amount of \$250.00 per license and/or non-renewal of this license.

Most renewals are completed through the Nationwide Mortgage Licensing System (NMLS). However, licenses that were issued between November 1, 2017 and December 31, 2017 will need to complete the attached renewal form and email to the division. Payment of the appropriate renewal fee will be invoiced through NMLS.

- Mortgage Broker License - \$500
- Mortgage Broker or Lender or Servicer Branch License - \$250
- Mortgage Lender or Servicer License - \$750
- Mortgage Loan Originator License - \$400

A mortgage loan originator that is also an owner of a mortgage broker entity will pay one fee of \$500 for both the loan originator and the mortgage broker licenses.

Once you have verified that all of your information in NMLS is correct, complete the attached form and return it to:

**DIVISION OF BANKING AND FINANCIAL INSTITUTIONS**

via email at: [mortgagelicensing@mt.gov](mailto:mortgagelicensing@mt.gov)

If you have any questions regarding your license renewal, please visit our website at [www.banking.mt.gov](http://www.banking.mt.gov), contact our office by phone at (406) 841-2920 or by email at [mortgagelicensing@mt.gov](mailto:mortgagelicensing@mt.gov). Thank you.

**MORTGAGE SERVICER, MORTGAGE BROKER, OR MORTGAGE LENDER**  
**2018 RENEWAL FORM**

(Complete one form for the main office and additional forms for each branch office)

I, \_\_\_\_\_ (authorized individual) of  
\_\_\_\_\_ (company) \_\_\_\_\_ (Company NMLS #)  
and duly appointed and authorized by the same, swear (or affirm) on  
\_\_\_\_\_ (date) that to the best of my knowledge and belief the information  
contained in the Licensee's online record, as well as any applicable jurisdiction specific  
requirements, is true, accurate and complete in accordance with the appropriate jurisdiction's  
law.

Additionally, I acknowledge that I have a duty and agree expediently to update and correct the  
information as it changes.

I understand that submitting any false or misleading information, or omitting pertinent or  
material information, may be grounds for administrative action and/or criminal action.

As part of this request for license/registration renewal, I swear or affirm to the following:

- The Licensee is in compliance with Montana's surety bond (or approved alternative) requirement in 32-9-123, MCA.
- The Licensee remains in good standing with the Montana Secretary of State office.
- The Licensee meets Montana's financial responsibility requirement.
- The Licensee is abiding by all terms and conditions of any order or disciplinary agreement in effect in any jurisdiction.
- All individuals required to complete continuing education courses have completed such requirements for Montana.
- I acknowledge that I understand and will comply with the laws and regulations of Montana pertaining to the conduct of the business for which the Licensee is requesting the renewal of such license/registration.
- The Licensee has updated the documents on file with Montana to disclose any new event or proceeding requiring an affirmative answer to any Disclosure Questions which has occurred since the Licensee submitted its license/registration application or renewal application to the Montana. Any documents explaining affirmative answers to any Disclosure Questions previously submitted by the Licensee to each jurisdiction(s) remain true and accurate.

I verify that I am the named person above and agree to the language as stated.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date