



ARIZONA DEPARTMENT OF FINANCIAL INSTITUTIONS

Felecia A. Rotellini
Superintendent of Financial Institutions

Janice K. Brewer
Governor

To: All Licensed Arizona Mortgage Brokers

Date: August 19, 2009

Re: Transition onto NMLS and Renewal

This email is a reminder to all licensed Arizona mortgage brokers that you must transition your mortgage broker license onto the Nationwide Mortgage Licensing System ("NMLS") by September 18, 2009. If your license is not transitioned or not in an "approved" status on NMLS by October 31, 2009, you may not be able to renew your license or place your license in an inactive status for the following license year (January 1, 2010 through December 31, 2010). If you have any questions on how to complete the transition of your record(s) onto NMLS, please call the NMLS call center at (240) 386-4444. The call center is available Monday thru Friday from 9am to 7pm Eastern Time. NOTE: You have submitted the transition of your license if you have paid the \$100 NMLS transition fee for your MU1- Corporate Office and, if applicable, paid the \$20 per MU3(s) – Branch(es).

If you have not sent in the jurisdiction specific checklist for the transition of your license, then click on the following link to access the checklist:

<http://www.stateregulatoryregistry.org/AM/Template.cfm?Section=Arizona>. To ensure a timely review and processing of your transition request, you will need to submit to the Department all appropriate documents on the checklist within 5 business days of the receipt of this e-mail.

As a reminder, all renewals must be submitted through NMLS. Only those licensees that have transitioned onto NMLS and are in an approved status by October 31, 2009 may renew their license or request to place their license in an inactive status for the following license year. If you wish to place your license on inactive status or continue to keep it inactive, you will need to indicate such on the renewal checklist.

To be eligible to renew your license, the responsible individual must complete 12 units of continuing education on or before December 31, 2009. Please go to www.azdfi.gov and click on "NMLS and Loan Originator Information" and then click on link for Responsible Individual and Loan Originator Education Requirements.

If you are going to surrender your license on or before December 31, 2009, then you do not need to transition your license. Please contact Joanne Landry at jlandry@azdfi.gov with notification regarding your intent to surrender your license or if you have any questions regarding the surrender of your license. Here is the link for the surrender checklist:

<http://www.stateregulatoryregistry.org/AM/Template.cfm?Section=Arizona&Template=/CM/ContentDisplay.cfm&ContentID=21102>. Just disregard reference to NMLS.

If your license status shows as "Transition Requested" after October 2, 2009, please e-mail Joanne Landry at jlandry@azdfi.gov and provide your company name, NMLS ID number and your license type. Your license status should read "Active" by November 2, 2009.

Transitioning to NMLS does not mean that you are renewing your mortgage broker license. Renewal will begin on November 2, 2009. AzDFI is not the recipient of the transition fees nor are the transition fees charged by AzDFI. The transition fees go to maintain the NMLS Database.

Sincerely,
Richard Fergus
Richard Fergus
Licensing Division Manager