



STATE OF MICHIGAN
DEPARTMENT OF INSURANCE AND FINANCIAL SERVICES
LANSING

GRETCHEN WHITMER
GOVERNOR

ANITA G. FOX
DIRECTOR

**CONSUMER FINANCE SECTION
RENEWAL CHECKLIST
MORTGAGE LOAN ORIGINATOR LICENSE**

REQUIRED ITEMS: (Renewal must be received by December 15 of current year)

- Clear any NMLS license item deficiencies prior to requesting renewal
- Request renewal through NMLS
- Pay renewal fee through NMLS
- If you haven't already done so, submit an original perpetual bond directly to the Department of Insurance and Financial Services (DIFS). Failure to complete conversion may affect your ability to renew.
 - Individual MLO Bond Form [FIS 2135](#)
 - Company MLO Bond Form [FIS 2137](#)

Send Bond to:

Mail Delivery Address:
DIFS – Consumer Finance Licensing Unit
PO Box 30220
Lansing, MI 48909

Overnight Delivery Address (UPS or FedEx Only):
DIFS – Consumer Finance Licensing Unit
530 West Allegan Street, 7th Floor
Lansing, MI 48933

DO NOT RENEW:

If you do not intend to renew your license, follow NMLS [Do Not Renew](#) Instructions.

VERIFY LICENSE RENEWAL:

To verify your renewal/license, please visit our website at:

<https://difs.state.mi.us/locators?searchtype=Mortgage>

QUESTIONS:

Any questions regarding renewing your license can be sent to DIFS-CFRenewals@michigan.gov.