



JENNIFER M. GRANHOLM  
GOVERNOR

STATE OF MICHIGAN  
OFFICE OF FINANCIAL AND INSURANCE REGULATION  
DEPARTMENT OF ENERGY, LABOR & ECONOMIC GROWTH  
STANLEY "SKIP" PRUSS, DIRECTOR

KEN ROSS  
COMMISSIONER

TO: All Registered Mortgage Loan Officers

FROM: Michigan Office of Financial and Insurance Regulation

RE: NMLS 2010 Streamlined Renewal Process

DATE: October 23, 2009

All individuals holding a Loan Officer Registration with the Michigan Office of Financial and Insurance Regulation can renew their registration through the Nationwide Mortgage Licensing System (NMLS) between November 1, 2009 and December 1, 2009 if they wish to retain their registration to conduct business in Michigan in 2010. The purpose of this letter is to provide you with important information about the 2010 NMLS Streamline Renewal Process.

All Loan Officer Registrants should consult their sponsoring company concerning how to renew their registration through NMLS.

**Records must be up-to-date at time of renewal.** Amendments to your registration information cannot be made with the registration renewal request. If you need to make changes to your record before you can attest to its accuracy, we strongly recommend submitting any necessary updates immediately to allow sufficient time for the review of changes prior to renewal. In addition, you may wish to review your status and confirm that you have no outstanding registration items that need to be cleared. Waiting until November or December to submit amendments and/or clear outstanding registration items may delay the review of your renewal request.

## NMLS 2010 Streamlined Renewal Process

### Renewal Requirements

In order to be eligible for renewal, you must continue to meet all registration standards for Michigan. If you continue to meet these standards, the Office of Financial and Insurance Regulation requires you to provide the documents listed on the Renewal checklist in addition to attestation, payment of renewal fees (see fee information below) and submission of your renewal request through NMLS to complete the renewal process.

### **Attestation and Renewal Request Submission**

Starting November 1<sup>st</sup> you must log into your NMLS account and attest to your record. Attestation is your legal certification that: (i) your NMLS record is up-to-date, (ii) renewal requirements have been completed, and (iii) you meet all renewal eligibility requirements. Once attested, either you or your sponsoring company can submit your renewal request.

Requests should be submitted by December 1, 2009. **NMLS WILL NOT ACCEPT RENEWAL SUBMISSIONS AFTER MIDNIGHT (12:00AM) EST on December 31, 2009.** Please note the time zone difference of your location.

### **Fees**

In addition to the \$250.00 annual registration fee that will be charged by Michigan, NMLS charges a processing fee of \$30 which must be paid electronically through NMLS upon submission of the renewal request.

If you have questions, please contact the Office of Financial and Insurance Regulation at (877) 999-6442.

Very Truly Yours,

/s/

Mark W. Weigold, Director  
Consumer Finance Section