



MISSOURI SECURE AND FAIR ENFORCEMENT FOR MORTGAGE LICENSING ACT

**NOTICE OF INTENT TO ESTABLISH AN ADDITIONAL FULL-SERVICE OFFICE**

**NOTICE & FEE REQUIREMENT**

A licensee shall file this notice at least 30 days prior to the proposed opening date of the new office. Each application shall be accompanied by a fee of \$50. This form is only required for Missouri offices. [Pursuant to 20 CSR 1140-30.240(3)(D)]

**MAILING INSTRUCTIONS**

This notice (signed by an authorized company representative) and \$50 fee must be filed with: Division of Finance, 301 W High Street Room 630, P.O. Box 716, Jefferson City, Missouri 65102-0716. If utilizing a courier service please omit the P.O. Box and use zip code 65101.

**CURRENT LICENSE INFORMATION:**

LICENSEE NAME \_\_\_\_\_

LICENSE NUMBER \_\_\_\_\_

LICENSEE ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_ EMAIL \_\_\_\_\_

**NEW OFFICE INFORMATION:** PROPOSED OPENING DATE \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ HOURS OF OPERATION \_\_\_\_\_

MISSOURI LICENSED MLO ASSIGNED TO THIS OFFICE \_\_\_\_\_

Company Representative: I, \_\_\_\_\_, declare under penalty of perjury that I am authorized to sign this notice on behalf of the licensee and that the information contained in this notice is true and correct.

Signature \_\_\_\_\_

Date \_\_\_\_\_