



**NC Commissioner of Banks Office**

Mortgage Licensing Division

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October 16, 2009

**Mortgage Loan Originator Annual License Renewal Notice**

**RENEW YOUR LICENSE ONLINE AT: [www.stateregulatoryregistry.org/NMLS](http://www.stateregulatoryregistry.org/NMLS)**

**BEFORE DECEMBER 31, 2009**

The Renewal Period will begin November 1st and end December 31st (11:59 ET). Prior to the renewal period all records must be up-to-date. Under the provisions of the SAFE Mortgage Licensing Act (SAFE), all licensees are required to keep all material information filed with the North Carolina Commissioner of Banks (NCCOB) up-to-date and current by notifying this office of any change. We STRONGLY recommend that you review your NMLS record prior to November 1, 2009, and submit any necessary updates to allow sufficient time for our office to review the changes prior to renewal. Waiting until you request renewal to submit amendments or updates may delay renewal of your license.

Under the provisions of the SAFE Act you are required to have eight (8) hours of North Carolina approved continuing education on or before December 31, 2009. Mortgage Loan Originators (MLO) can check their education hours online by using the licensee search. You should also check the website periodically to see if your credit hours are up-to-date. If within a reasonable time after taking a course your record has not changed, contact the provider directly to ensure that the provider has submitted the education hours to NCCOB. MLO's with less than 8 hours of education are not eligible to have their renewal request approved. If you have less than the required hours of North Carolina approved mortgage lending education, please obtain it promptly and before the deadline of December 31, 2009.

Please note: A grace period for education is no longer permitted. MLOs will not have an opportunity to take Continuing Education courses after December 31, 2009, and have those hours count for your 2009 renewal. The list of NCCOB approved continuing education courses can be found on the website at <http://www.nccob.org/NCCOB/Mortgage/Education/ContinuingEducation.htm>

Annual License Renewal Fee

\$97.50

All licenses will expire on December 31, 2009, if not timely renewed. MLO's that have obtained 8 hours of education prior to December 31, 2009, but have not requested renewal will be eligible to request renewal during the reinstatement period. Reinstatement requires a payment of a \$100 in addition to the annual renewal fee for a total of \$97.50. The deadline for reinstatement of a license is February 28, 2010; thereafter, a new application for licensure must be filed. All fees are non-refundable.

Once your renewal request has been approved, please visit our website at <https://www.nccob.org/Online/NMLS/LoanOfficerLogin.aspx> to print your 2010 mortgage loan originator license. The NCCOB will not be mailing out MLO licenses this year.