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Consumer Protection Section
Consumer Credit Unit

STATE OF COLORADO
DEPARTMENT OF LAW

COLORADO SUPERVISED LENDER BRANCH OFFICE LICENSE APPLICATION INSTRUCTIONS

A separate license is needed for each location where the lender engages in supervised lending. Once one supervised lender license has been issued (the master license), subsequent applications must be completed for branch location(s). Use the enclosed application for a supervised lender branch office license.

Your organization's initial license application should be sent to:

Colorado Department of Law
Consumer Credit Unit – UCCC
Ralph L. Carr Colorado Judicial Center
1300 Broadway, 6th Floor
Denver, CO 80203

BRANCH LICENSING FEE

The licensing fee is \$900, which includes a \$100 surcharge for the Identity Theft and Financial Fraud Cash Fund required by § 24-33.5-1707(2)(b), C.R.S.

Each fee must be sent by check. Checks should be made payable to: **“Colorado Uniform Consumer Credit Code (UCCC)”** and mailed to the address listed in the previous section (above).

REQUIRED DOCUMENTS

1. **Application.** Complete and **originally sign** this branch application. Once a completed application is filed, a branch location is automatically licensed for 120 days. You will be notified if additional information is needed. We may conduct compliance examinations of existing locations and may require corrective action. We will approve a permanent license or deny the application for good cause. You will be notified in writing of outcome. No license certificate is issued to branch locations.
2. **Proof of Financial Responsibility for Branch Location.** You must provide proof of financial responsibility for this branch location in the form of a surety bond or letter of credit. For more information about financial responsibility requirements, review the Supervised Lender Master Application or the laws and rules available at: www.coag.gov/licensing/uccc/.
3. **Branch License Fee.** You must include the branch license fee of \$900.

**COLORADO SUPERVISED LENDER BRANCH OFFICE
LICENSE APPLICATION**

Legal name of applicant (corporation, LLC, partnership, or proprietor's name):

Trade or assumed name(s) used in supervised lending (if different from above):

Master license number: _____

Physical address of branch office (mailing address for license renewal and compliance information will be the mailing address for your master license already on file)

(Street address)

(City)

(State)

(Zip code)

Branch office phone #: _____ Branch office fax # (if applicable) _____

Type of proof being submitted for this branch office to demonstrate financial responsibility (must be at least \$15,000). Choose one below:

Surety Bond: Submit a new surety bond for this branch location or a rider/endorsement increasing the amount of an existing bond, as appropriate, and adding this branch location. The original bond must be on the Colorado UCCC Surety Bond form. Submit the original new surety bond or rider/endorsement with original signatures and power of attorney.

Bond number: _____ Dollar amount of bond: _____

Surety's name: _____

Letter of Credit: Submit an irrevocable letter of credit for this branch location or an amended letter of credit (if adding to an existing letter of credit) in the correct amount. The letter must be issued by a bank or savings and loan association doing business in Colorado and must have an expiration date of at least two years from the date issued. Submit the original letter.

Dollar amount of letter of credit: _____ Expiration date: _____

Issuing Bank: _____

Type(s) of activity you expect to engage in. Check all that apply:

_____ Make (i.e. originate)

_____ Take assignment of or purchase

Check all applicable categories:

___ Deferred deposit loans or payday loans

___ Credit cards

___ Unsecured loans or loans secured by personal property and/or autos

___ Retail sales installment contracts (credit sales) or consumer leases

___ Mortgage loans

___ Pawn Transactions (contracts for purchase)

___ Loans secured by mobile homes

___ Take assignment of loans originated by supervised financial organizations (banks) see § 5-1-214, C.R.S.

___ Insurance premium finance loans

___ Small installment loans of \$1,000 or less (per § 5-2-214, C.R.S.)

Name and contact information of person to contact about this application.

Name: _____

Email: _____

Mailing address:

(Street address)

(City)

(State)

(Zip code)

Phone number: _____

Fax number (if applicable): _____

Corporations should include the signature of the President or other authorized official of the corporation. LLCs should include the signature of the managing member. Partners must sign individually or in accordance with the Partnership Agreement. Attach additional pages if necessary. **Statements made herein are made under oath. False statements may be punishable as second-degree perjury.**

Print name

Title/Position

Signature

Date

Print name

Title/Position

Signature

Date