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**Consumer Protection Section
Consumer Credit Unit**

NOTICE OF COLLECTIONS MANAGER CHANGE FORM

Licensed collection agencies should use this form to report any changes to their Collections Manager. Per § 5-16-122(3)(a), C.R.S. and Rule 1.01, Rules of the Administrator, a licensee must notify the Administrator within 30 days of such change. For the required qualifications a Collection Manager must meet, please refer to §§ 5-16-119(1)(a) and 5-16-123(2), C.R.S.

Collection Agency's Legal Name:		Collection Agency's License Number(s):
Name of person to contact regarding this change:	Phone Number:	Email Address:
Select ONE of the following:		
New Collections Manager replaces existing approved Collections Manager on file		
New Collections Manager is serving as a backup to existing Collections Manager on file		
Name of NEW Collections Manager:		
Name of EXISTING (approved) Collections Manager:		
DATE EXISTING (approved) Collections Manager ceased role:		
Statements made herein are made under oath. False statements may be punishable as second-degree perjury.		
_____ Signature		_____ Date
_____ Printed Name		
Mail the Completed Form to:		
Consumer Credit Unit Ralph L. Carr Colorado Judicial Center 1300 Broadway, 6th Floor Denver, CO 80203		