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CONSUMER CREDIT UNIT
COLLECTION AGENCY REGULATION

May 1, 2016

M E M O R A N D U M

TO: Licensed Collection Agencies

FROM: Administrator
Colorado Fair Debt Collection Practices Act
(720) 508-6020
E-mail: car@coag.gov

RE: License Renewals - Due July 1, 2016

Renewal applications are due by July 1, 2016. There is no grace period and late applications are not accepted. **If your completed renewal materials are not received by our office by July 1, 2016, your Colorado collection agency license will automatically expire.**

In order to renew your license, take these following steps:

1. Obtain the 2016-2017 Renewal Application Form online by visiting our Collection Agency Renewal Notification Center at: www.coag.gov/car/renew.
2. Pay the license fee. Make checks payable to Colorado Fair Debt Collections Practices Act (CFDCPA). You also have the option of paying online by credit card or electronic check at: www.coag.gov/car/renew. **Please note that if you elect to pay online, you must still submit the completed renewal application.**
3. Mail or deliver the completed application along with the renewal fee check or proof of online payment. You may want to use overnight mail or another method that provides proof of delivery.

Renewal license certificates will be sent by email at a later date but will contain a July 1, 2016 effective date. You may continue to operate until your renewal license is issued or denied.

In order to surrender your license, please send notice along with the effective date of cancellation.