

What are the NMLS Business Activities authorized under this license?

This license authorizes the following business activities:

Consumer loan lending, High cost home loans – Broker, High cost home loans – Lender, Home equity lending/lines of credit – Broker, Home equity lending/lines of credit – Lender, Lead generation, Manufactured housing financing – Broker, Manufactured housing financing – Lender, Master servicing, Mortgage loan modifications, Mortgage loan purchasing, Second mortgage brokering, Second mortgage lending, Subordinate lien mortgage servicing, Third party mortgage loan processing, Third party subordinate lien mortgage servicing, Consumer loan brokering, Consumer loan servicing, Earned wage access – Direct to consumer, Payday lending – online, Payday lending – storefront, Private student loan lending, Private student loan servicing, Refund anticipation lending, Retail installment selling, Sales finance company activities – general, Sales finance company activities – motor vehicles, Title lending, First party debt collection, Non-mortgage loan modifications, Passive debt buying

What are the pre-requisites for application?

- Net Asset requirement of \$25,000 per location
- Criminal background check for principal parties
- Relevant business finance experience or education

*****Please note that fees collected through NMLS are non-refundable or transferable*****

Complete	Requirement Items	Submitted via...
☐	Branch Manager: A Branch Manager must be designated for each licensed location. A Branch Manager is defined as an individual whose principal office is physically located in, who is in charge of, and who is responsible for the business operations of a branch office.	NMLS
☐	OTHER TRADE NAME:	Upload via Document Upload Section of MU1 –Trade Name/Assumed Name Registration Certificates

	If operating under a "Other Trade Name," "Assumed Name," or "DBA," it must be listed under the Other Trade Names section. Only one Other Trade Name may be listed per license. For Other Trade Name, please upload the documents listed below regarding the ability to do business under that trade name. This file should be named "TX REG Trade Name-Assumed Name." • TX SOS Document- Please submit the Assumed Name Certificate (ANC) that was filed with the Texas Secretary of State. • Sole Proprietors- Please submit your Other Trade Name, also known as an Assumed Name Certificate (ANC) or Doing Business As (DBA) document. This document is typically issued by the county clerk's office or a state agency. If you have questions about whether or not you need a trade name /assumed name (DBA), please contact the Texas Secretary of State. For Secretary of State questions please call (512) 463-5555 or visit https://www.sos.state.tx.us/corp/index.shtml	
☐	FINANCIAL STATEMENTS: <i>See the License Requirements and Fees Chart on the NMLS Resource Center for details related to this Requirement.</i> Audited financial statements- must not be older than one year from date of application submission and do not need bank confirmation. Unaudited financial statements- must be in accordance with GAAP and not older than 60 days prior to application submission and must submit a completed bank confirmation. Please "Bank Confirmation" item below.	Upload via Document Upload Section of MU3 - Additional Requirements.

	The OCCC financial statement and supporting financial information forms can be found by visiting: https://occc.texas.gov/sites/default/files/uploads/licensing/adm17-personal-fin-stmt.pdf. <i>Guidance Notes:</i> <i>Please provide financials that are less than 60 days old.</i> <i>For unaudited financials, any "cash in banks" or "cash in a financial institution" require bank confirmation(s) in order to count those amounts towards your final net asset. See "Bank Confirmation" item below for more information.</i> <i>When completing financials, please keep in mind that each regulated lender license requires \$25,000 in net assets. Although some items may be considered assets per GAAP standards, they may not be considered assets per the Texas Administrative Code or Texas Finance Code. In general TAC defines assets as "convertible to cash within 10 days."</i> <i>To reference this requirement, please review §83.302(j) of the Texas Administrative Code:</i> https://texas-sos.appianportalsgov.com/rules-and-meetings?\$locale=en_US&interface=VIEW_TAC_SUMMARY&queryAsDate=05%2F26%2F2025&recordId=193118 Note: Financial Statement will be attached to your record. To complete your pending Branch (MU3) Form, return to the Filing tab and proceed with the form. See the Financial Statements Quick Guide for instructions.	
☐	BANK CONFIRMATION:	Upload via Document Upload Section of MU1 - Additional Requirements

	Please upload a completed bank confirmation form found at the link below. Unaudited financials - any "cash in banks" or "cash in a financial institution" require bank confirmation(s) in order to count those amounts towards your final net asset. Audited financials – do not need a bank confirmation. To obtain a copy of the bank confirmation form, please visit: https://occc.texas.gov/sites/default/files/uploads/licensing/bci.pdf.	
☐	TRANSFER OF OWNERSHIP: This item is not a required item and only applies to ownership transfers. If you are transferring ownership, please follow the steps outlined below. Otherwise, you may disregard this section. • Purchase of Business: If you are purchasing an existing Property Tax Lending business from another entity, please submit a copy of the asset purchase agreement signed by both the buyer and the seller, or any other documentation that demonstrates the transfer event. • Permission to Operate Under Seller's License: If the seller has authorized you to operate under their license while your application is in review, you must complete and upload the "Request for Permission to Operate" form. This form is available at the following link: https://occc.texas.gov/sites/default/files/uploads/licensing/requestforpermissiontooperateform.pdf	Upload via Document Upload Section of MU3 - Additional Requirements

Updated 7/14/2025

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