

**What are the NMLS Business Activities authorized under this license?**

This license authorizes the following business activities:

Payday lending—online, Payday lending—storefront, Title lending

**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...
<p><b>Note</b></p>	<p><b>LICENSE FEES:</b> Please see the License Requirements and Fees Chart on the NMLS Resource Center for details related to this requirement.</p>	<p>N/A</p>
<p><input type="checkbox"/></p>	<p><b>BRANCH MANAGER:</b> NMLS requires each licensed branch to designate a Branch Manager. The designated individual must have an active NMLS account and must complete and submit an Individual Form (MU2) at the same time as the company files the Branch Form (MU3).  Any person listed as a Branch Manager on the MU3 must have their own NMLS account and is required to complete the MU2 filing.  A single individual may serve as the Branch Manager for multiple branch locations if they oversee those operations. <i>The Branch Manager may also serve as the Compliance Officer.</i></p>	<p><b>NMLS</b></p>

<input type="checkbox"/>	<p><b>FINANCIAL STATEMENTS:</b></p> <p>See the License Requirements and Fees Chart on the NMLS Resource Center for details related to this Requirement.</p> <ul style="list-style-type: none"> <li>• Audited financial statements- must not be older than one year from date of application submission and do not need bank confirmation.</li> <li>• Unaudited financial statements- must be in accordance with GAAP and not older than 90 days prior to application submission and must submit completed bank confirmation. See "Bank Confirmation" item below.</li> <li>• File name should be "TX OCCC - CAB Financial Statement – Audited [or Unaudited].pdf"</li> </ul> <p>The OCCC financial statement and supporting financial information forms can be found by visiting:</p> <p><a href="https://occc.texas.gov/wp-content/uploads/2026/01/adm17-personal-fin-stmt.pdf">https://occc.texas.gov/wp-content/uploads/2026/01/adm17-personal-fin-stmt.pdf</a></p> <p><a href="https://occc.texas.gov/wp-content/uploads/2026/01/adm18-fin-sched-1-3.pdf">https://occc.texas.gov/wp-content/uploads/2026/01/adm18-fin-sched-1-3.pdf</a></p> <p><a href="https://occc.texas.gov/wp-content/uploads/2026/01/adm19-fin-sched.pdf">https://occc.texas.gov/wp-content/uploads/2026/01/adm19-fin-sched.pdf</a></p> <p>Guidance Notes: Please provide financials that are less than 90 days old.</p> <p>For unaudited financials, any "cash in banks" or "cash in a financial institution" require bank confirmation(s) to count those amounts towards your final net asset. See "Bank Confirmation" item below for more information.</p> <p>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 by 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."</p> <p>To reference this requirement, please review §83.3002(C) of the Texas Administrative Code:</p>	<p><b>Upload via Document Upload Section of MU3 - Additional Requirements</b></p>
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	<p><a href="https://texas-sos.appianportalsgov.com/rules-and-meetings?\$locale=en_US&amp;interface=VIEW_TAC_SUMMARY&amp;queryAsDate=12%2F09%2F2025&amp;recordId=216886">https://texas-sos.appianportalsgov.com/rules-and-meetings?\$locale=en_US&amp;interface=VIEW_TAC_SUMMARY&amp;queryAsDate=12%2F09%2F2025&amp;recordId=216886</a></p> <p>Financial Statements will be attached to your record. To complete your pending Company (MU1) Form, return to the Filing tab and proceed with the form. See the Financial Statements Quick Guide for instructions.</p>	
<input type="checkbox"/>	<p><b>BANK CONFIRMATION:</b></p> <p>Please upload a completed bank confirmation form found at the link below.</p> <p>Unaudited financials - any "cash in banks" or "cash in a financial institution" require bank confirmation(s) to count those amounts towards your final net asset.</p> <p>Audited financials – do not need a bank confirmation.</p> <ul style="list-style-type: none"> <li>File name should be "TX OCCC - CAB Bank Confirmation.pdf"</li> </ul> <p>To obtain a copy of the bank confirmation form, please visit:  <a href="https://occc.texas.gov/wp-content/uploads/2025/11/Bank-Confirmation-bcirevised2025.pdf">https://occc.texas.gov/wp-content/uploads/2025/11/Bank-Confirmation-bcirevised2025.pdf</a></p>	<p><b>Upload via Document Upload Section of MU1 - Additional Requirements</b></p>
<input type="checkbox"/>	<p><b>TEXAS SECRETARY OF STATE CREDIT SERVICES ORGANIZATION CERTIFICATE:</b></p> <p>Applicants must upload a copy of the Credit Services Organization certificate. The exact license location must be displayed on the certificate.</p> <p>All CAB applicants/licensees are required to register active locations with the Texas Secretary of State as a Credit Service Organization. Please upload your Credit Services Organization Registration Certificate.</p> <ul style="list-style-type: none"> <li>File name should be "TX OCCC - CAB CSO Certificate.pdf"</li> </ul> <p>If you have not registered with the Texas Secretary of State, please contact them at (512) 475-0775. Once you have registered, please upload your certificate.</p> <p>Please visit to obtain a certified copy of the certificate either by mail, online or by regular mail: <a href="https://www.sos.state.tx.us/corp/copies.shtml">https://www.sos.state.tx.us/corp/copies.shtml</a></p>	<p><b>Upload via Document Upload Section of MU1 - Additional Requirements</b></p>

<input type="checkbox"/>	<p><b>THIRD PARTY LENDER DISCLOSURE:</b></p> <p>Provide the names, physical addresses, and telephone numbers of all third-party lender organizations with which the business contracts to provide services from which the business arranges extensions of consumer credit. If the business uses more than one third-party lender, specify the branch or location that will be using the services of the identified third-party lender.</p> <ul style="list-style-type: none"> <li>File name should be "TX OCCC - CAB Third Party Lender Disclosure.pdf"</li> </ul> <p>The OCCC Credit Access Business Third-Party Lender Organizations form can be found here: <a href="https://occc.texas.gov/wp-content/uploads/2025/11/cab12-third-party-lenders.pdf">https://occc.texas.gov/wp-content/uploads/2025/11/cab12-third-party-lenders.pdf</a></p>	<p><b>Upload via Document Upload Section of MU1 - Additional Requirements</b></p>
<input type="checkbox"/>	<p><b>OTHER TRADE NAMES (OTN):</b></p> <p>A Company or Branch sometimes uses a name that is not its official legal name. This extra name might be called a:</p> <ul style="list-style-type: none"> <li>Trade Name</li> <li>Assumed Name</li> <li>Doing Business As (DBA)</li> </ul> <p>Any extra name must be listed in the Other Trade Names section of the Company Form (MU1).</p> <p><u>One OTN Allowed Per License</u></p> <ul style="list-style-type: none"> <li>Each Company license and each Branch license can include one extra trade name for free.</li> <li>If they use a second extra name, they must get a separate OTN license for that name.</li> </ul> <p><u>Multiple Branches with the Exact Same Extra Name</u></p> <p>Even if multiple branches use the exact same extra name (like "Bronze Financing" shown below), each Branch must get its own OTN-Branch License for that name.</p>	<p><b>Upload via Document Upload Section of MU1 – Trade Name/Assumed Name Registration Certificates</b></p>

## Examples

### Company Examples

Gold Financing Company uses:

- “Silver Financing” → first extra name → no extra license
- “Bronze Financing” → second extra name → needs OTN–Company License

### Branch Examples

Branch #1

- Gold Financing Company of Austin → first extra name → no extra license
- “Bronze Financing” → second extra name → needs OTN–Branch License

Branch #2

- Gold Financing Company of Manor → first extra name → no extra license
- “Bronze Financing” → second extra name → needs OTN–Branch License

Branch #3

- Gold Financing Company of Killeen → first extra name → no extra license
- “Bronze Financing” → second extra name → needs OTN–Branch License

In the example above, Gold Financing Company would need:

- 1 Basic Company License
- 1 OTN Company License
- 3 OTN Branch Licenses

### Required Supporting Documents for an OTN License

	<p>When applying for an OTN license in NMLS, upload documents in the MU1 form under Trade Name/Assumed Name Registration Certificates and name the file: "TX-OCCC – OTN Supp Doc.pdf" Acceptable supporting documents:</p> <ul style="list-style-type: none"> <li>• Assumed Name Certificate (ANC) from the Texas Secretary of State</li> <li>• DBA certificate (for sole proprietors), usually from a county clerk or state agency</li> </ul> <p>If you're unsure which one you need, please contact the Texas Secretary of State at (512) 463-5555 or visit: <a href="https://www.sos.state.tx.us/corp/index.shtml">https://www.sos.state.tx.us/corp/index.shtml</a></p>	
<input type="checkbox"/>	<p><b>TRANSFER OF OWNERSHIP:</b></p> <p>This item is not a required item and only applies to ownership transfers. If you are transferring ownership, please follow the steps outlined below.</p> <p>Otherwise, you may disregard this section.</p> <p>Please provide documentation evidencing the transfer of ownership, which may include:</p> <ul style="list-style-type: none"> <li>• A copy of the asset purchase agreement when only assets have been purchased</li> <li>• A copy of the purchase agreement or other evidence relating to the acquisition of the equity interest of the licensee</li> <li>• Documents transferring ownership by gift, devise, or descent (e.g., probated will or court order)</li> <li>• Any other documentation evidencing the transfer event</li> <li>• File name should be "TX OCCC - Transfer of Ownership.pdf"</li> </ul> <p>Such documentation must clearly demonstrate the seller's (_____) intent to transfer the license or ownership interest to the buyer (_____).</p> <p>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.</p> <p>This form is available at the following link: <a href="https://occc.texas.gov/wp-content/uploads/2025/11/requestforpermissiontooperateform.pdf">https://occc.texas.gov/wp-content/uploads/2025/11/requestforpermissiontooperateform.pdf</a></p>	<p><b>Upload via Document Upload Section of MU3 - Additional Requirements</b></p>

	<b>This item is not a required item and only applies to ownership transfers.</b>	
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Updated 3/16/2026

<b>Additional Requirements &amp; Fees</b>	
Application Fee	\$200.00
Application Fee Additional Information	Investigation Fee
License Registration Fee	\$600.00
License Registration Fee Additional Information	None
NMLS Processing Fee	\$25.00
Credit Report Required for Branch Manger	No
CBC Requirements for Branch Manager	N/A