

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>Note</p>	<p><b>LICENSE FEES:</b></p> <p>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>FINANCIAL STATEMENTS:</b></p> <p><i>See the License Requirements and Fees Chart on the NMLS Resource Center for details related to this Requirement.</i></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><b>Upload via Document Upload Section of MU1 - Additional Requirements</b></p>

	<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><i>Guidance Notes: Please provide financials that are less than 90 days old.</i></p> <p><i>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.</i></p> <p><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 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."</i></p> <p>To reference this requirement, please review §83.3002(C) of the Texas Administrative Code:</p> <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> <ul style="list-style-type: none"> <li>• 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.</li> <li>• Audited financials – do not need a bank confirmation.</li> </ul>	<p><b>Upload via Document Upload Section of MU1 - Additional Requirements</b></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:</p> <p><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>	
<input type="checkbox"/>	<p><b>RESIDENT/REGISTERED AGENT:</b></p> <p>The registered agent is an individual or entity designated to receive legal notices and service of process. The registered agent's address must be a valid mailing address in Texas. P.O. box addresses are not permitted.</p>	<b>NMLS – MU1</b>
<input type="checkbox"/>	<p><b>PRIMARY CONTACT EMPLOYEES:</b></p> <p>The following individuals must be listed in the Contact Employees section of the Company Form (MU1).</p> <ul style="list-style-type: none"> <li>Primary Company Contact- This individual serves as the company's compliance officer.</li> <li>Primary Consumer Complaint Contact- This individual is responsible for addressing consumer complaints on behalf of the company.</li> </ul>	<b>NMLS – MU1</b>
<input type="checkbox"/>	<p><b>BOOKS AND RECORDS CUSTODIAN INFORMATION:</b></p> <p>Applicants must list the location where books and records are stored, specifically where Texas transaction records will be maintained. They should also list the name of the individual at this location that should be contacted with inquiries about or to gain access to the storage location. Multiple contacts for record retention are allowed in the system, and you must specify contact by industry type(s) and state(s). You can use the comments field to specify the types of records being retained by your company at that location.</p> <p>NOTE: If records are stored outside Texas, applicants must either accept responsibility for travel expenses and assessment fees incurred during examinations or ensure all records are accessible for examination within Texas.</p>	<b>NMLS – MU1</b>
<input type="checkbox"/>	<p><b>KEY INDIVIDUALS:</b></p> <p>Direct Owners, Executive Officers and Indirect Owners must be identified on the Company (MU1) Form. IN ADDITION, any direct owner with 10% or</p>	<b>NMLS – MU1 &amp; MU2</b>

	<p>more ownership in the applying entity must be designated as a “Qualifying Individual” on the Company (MU1) Form.</p> <p><i>Only one MU2 Form is required per individual (principal party), whether they are listed as a Direct Owner, Executive Officer, Indirect Owner, or Qualifying Individual.</i></p> <p>NOTE: If 10% or more ownership is held by an entity rather than an individual, you must identify one to three officers or other employees with substantial involvement in the company’s operations governed by Tex. Fin. Code §393. These individuals should also be designated as “Qualifying Individuals” on the NMLS Company (MU1) Form.</p>	
<input type="checkbox"/>	<p><b>BUSINESS OPERATING PLAN:</b></p> <p>Upload a comprehensive business plan that includes details about 1. the source of customers, 2. the purpose of the extensions of consumer credit, 3. the size of the extensions of consumer credit, 4. the source of working capital for planned operations, 5. the types of consumer credit products to be extended to consumers, as advertised by the business, 6. the contractual loan term, in days, of each consumer credit product to be offered to consumers.</p> <p>For further guidance, refer to the OCCC Business Operation Plan form at the following link: <a href="https://occc.texas.gov/wp-content/uploads/2026/01/cab-12-business-operation-plan.pdf">https://occc.texas.gov/wp-content/uploads/2026/01/cab-12-business-operation-plan.pdf</a></p> <p>If an existing business plan that meets the above requirements has already been uploaded for TX-OCCC, do not upload a duplicate. There should only be one business plan on file for TX- OCCC. Any state - specific information should be incorporated into that one document.</p> <ul style="list-style-type: none"> <li>File name should be “TX OCCC - CAB Business Operating Plan.pdf”</li> </ul>	<p><b>Upload via Document</b>  <b>Upload Section of</b>  <b>MU1 - Business Plan</b></p>
<input type="checkbox"/>	<p><b>CERTIFICATE OF GOOD STANDING/FRANCHISE TAX DETAILS:</b></p> <p>Follow the steps below to obtain and submit the required Franchise Tax Account Status documentation, ensuring that the entity’s status is active and the search was conducted within three months of the application submission. This is also called Certificate of Good Standing.</p>	<p><b>Upload via Document</b>  <b>Upload Section of</b>  <b>MU1- Certificate of</b>  <b>Good Standing</b></p>

	<p>Instructions:</p> <ol style="list-style-type: none"> <li>1. Visit <a href="https://mycpa.cpa.state.tx.us/coal/">https://mycpa.cpa.state.tx.us/coal/</a></li> <li>2. Enter the entity name exactly as listed in your NMLS application.</li> <li>3. Run a search for the entity name. Ensure that the search date is within the last three months.</li> <li>4. Upload a screenshot or a pdf of the certificate, making sure that: <ul style="list-style-type: none"> <li>• The “As of” date is within the last three months.</li> <li>• The status is marked as "Active.”</li> <li>• File name should be “TX OCCC - CAB Certificate of Good Standing.pdf”</li> </ul> </li> </ol>	
<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> <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> <ul style="list-style-type: none"> <li>• File name should be “TX OCCC - CAB CSO Certificate.pdf”</li> </ul> <p>Please visit to obtain a certified copy of the certificate either by mail, online or by regular mail:</p> <p><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>ORGANIZATIONAL CHART:</b></p>	<p><b>Upload via Document Upload Section of</b></p>

	<p>Applicants must upload an organizational diagram or narrative detailing management divisions. If the entity is owned by another entity, one or more individuals, or has subsidiaries or affiliated entities, the chart must clearly outline ownership up to a natural person who holds ten percent or more of the <u>applying entity</u>.</p> <p>If the applying entity is partially or fully owned by a parent company, designate one to three qualifying individuals and submit ownership details for the parent company.</p> <ul style="list-style-type: none"> <li>File name should be “TX OCCC - CAB Organizational Chart.pdf”</li> </ul> <p>For additional guidance, refer to Texas Administrative Code §83.3002(iv) at: <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>And Texas Business Organizations Code §1.002 at: <a href="https://statutes.capitol.texas.gov/Docs/BO/htm/BO.1.htm#1.002">https://statutes.capitol.texas.gov/Docs/BO/htm/BO.1.htm#1.002</a></p>	<p><b>MU1 - Organizational Chart/Description</b></p>
<input type="checkbox"/>	<p><b>VERIFICATION OF EXPERIENCE:</b></p> <p><b>(Statement of Experience)</b></p> <p>Please provide a statement outlining the applying entity’s prior experience operating a finance or credit-granting business or managing transactions in the regulated industry for which this license is sought. Resumes are not acceptable in lieu of a statement. This Statement of Experience should summarize the entity’s overall experience in the licensed industry.</p> <p><u>Only if the applying entity’s, owners or control persons lack significant experience, provide the information requested in points 1–3 below.</u></p> <p>The statement should provide specific details, including who, what, when, and where, and address the following areas:</p> <ol style="list-style-type: none"> <li>1. Relevant Experience or Education – Any business, financial, or industry-specific experience or education related to financing.</li> <li>2. Why the Applicant Is Qualified – Explain why the applicant is qualified to operate in the regulated industry.</li> </ol>	<p><b>Upload via Document Upload Section of MU1 - Additional Requirements</b></p>

	<p>3. Plan to Gain Required Knowledge – Outline how the applicant will acquire the knowledge needed to comply with the Texas Finance Code and Administrative Code.</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>• Industry classes, seminars, or webinars</li> <li>• Mentorship from OCCC licensed businesses</li> <li>• Hiring staff with relevant experience</li> </ul> <p>The OCCC Statement of Experience form can be found here:  <a href="https://occc.texas.gov/wp-content/uploads/2026/01/adm23-stmt-of-experience.pdf">https://occc.texas.gov/wp-content/uploads/2026/01/adm23-stmt-of-experience.pdf</a></p> <ul style="list-style-type: none"> <li>• File name should be “TX OCCC - CAB Verification of Experience.pdf”</li> </ul>	
<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>CERTIFICATE OF FORMATION:</b></p> <p><i>Additional Requirements For LLC’s, Corporations, LTD’s</i></p> <p>Articles Filed with the Texas Secretary of State. Also known as: Certificate of Formation, Application for Registration, Certificate of Authority. A Certificate of Filing will not meet this requirement. Please submit the sealed Certificate of Formation that comes directly from the Secretary of State. This is the</p>	<p><b>Upload via Document Upload Section of MU1 – Formation Documents</b></p>

	<p>document showing evidence that an entity has been filed with the state of Texas and includes details such as the managers, registered agents etc.</p> <p>For more information on obtaining this document, click the link or call TX SOS: <a href="https://www.sos.state.tx.us/corp/sosda/index.shtml">https://www.sos.state.tx.us/corp/sosda/index.shtml</a></p> <ul style="list-style-type: none"> <li>File name should be "TX OCCC - CAB Certificate of Formation/Application for Registration.pdf"</li> </ul>	
<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>One OTN Allowed Per License</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>Multiple Branches with the Exact Same Extra Name</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>Examples</b></p> <p><u>Company Example</u></p> <p>Gold Financing Company uses:</p> <ul style="list-style-type: none"> <li>"Silver Financing" → first extra name → no extra license</li> </ul>	<p><b>Upload via Document Upload Section of MU1 – Trade Name/Assumed Name Registration Certificates</b></p>

- “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

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:

	<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 - CAB 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>This item is not a required item and only applies to ownership transfers.</b></p>	<p><b>Upload via Document Upload Section of MU1 - Additional Requirements</b></p>

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	\$120.00
MU2 Credit Report Required for Direct Owners	No
MU2 Credit Report Required for Qualified Individuals	No
MU2 Credit Report Required for Indirect Owners	No
MU2 CBC Requirements for Direct Owner / Executive Officers	None
MU2 CBC Requirements for Indirect Owners	None
MU2 CBC Requirements for Qualified Individuals	None
New Application Financial Statement Requirement	Unaudited (reviewed)
Annual Financial Statement Requirement	Not Required
Net Worth Requirement	\$25,000.00
Financial Statement Guidance	None
Electronic Surety Bond (ESB) Required	No
ESB MU2 Individual Signature Required	No
ESB Minimum Bond Amount Required (Dollars)	\$0.00

Alternate Security Device Upload Allowed in Lieu of ESB Submission	No
Uniform Authorized Agent Reporting (UAAR) Required	No
Mortgage Call Report (MCR) Required	No
MCR State Specific Supplemental Form Required	No
State Specific Supplemental Form Guidance	None
Money Service Businesses (MSB) Call Report Required	No
MSB Call Report State Transactions Destination Country Section Required	No
MSB Q4 Reporting Due Date	N/A
MSB Reports Required Outside of NMLS	N/A