



STATE OF NEW MEXICO
REGULATION AND LICENSING DEPARTMENT
FINANCIAL INSTITUTIONS DIVISION
2550 Cerrillos Road, 3rd Floor, Santa Fe, NM 87505
P.O. Box 25101, Santa Fe, NM 87505-5101 Phone:
(505)476-4519 Fax: (505)476-4670
www.rld.state.nm.us/financialinstitutions
Industry Manager: joe.cruz@state.nm.us

RENEWAL APPLICATION FOR REPOSSESSOR LICENSE

GENERAL INSTRUCTIONS

1. Use this form if you are applying to **renew** a reposessor license. **If you do not currently maintain a reposessor license, do not use this form.** Instead, complete the Application for Original Reposessor License, available on the financial institutions division website listed above.
2. The enclosed renewal application must be completed in its entirety. Renewal applications containing incomplete responses, or lacking renewal fees or exhibits will be returned to the applicant. Please complete the checklist on the last page of this packet to ensure that your renewal application is complete.
3. If the space provided for answers is inadequate, additional pages should be attached; however, **attachments must identify the following information in the top right corner of every page: applicant name, license number, and the specific item on the application to which the answer relates.**
4. **All exhibits must include the following information in the top corner of every page: applicant name, license number, and exhibit letter.**
5. The renewal fee for a reposessor license is two hundred fifty dollars (\$250.00). The only acceptable methods of payment are checks or money orders made payable to the Financial Institutions Division.
6. All reposessor licenses will expire at the close of business on June 30th of each year, unless renewed for the upcoming year.
7. Upon the department's receipt of a complete renewal application, an investigation will be made into the financial responsibility, character, and general fitness of the applicant.
8. The application, renewal fee and all exhibits must be mailed to: The Financial Institutions Division, 2550 Cerrillos Road, 3rd Floor, Santa Fe, NM 87505, no later than May 31, 2014. **Failure to submit a complete application and renewal fee by May 31, 2014 will result in the Division imposing a mandatory delinquency fee of ten dollars (\$10.00) per day for each day the licensee is delinquent in completing the renewal application pursuant to §61-18A-30 NMSA 1978.**

9	Designated Contact Person to Respond to Consumer Complaints:	<i>(Email)- If available</i> <i>(Name of Contact Person)</i> <i>(Mailing Address)</i> <i>(City)</i> <i>(State)</i> <i>(Zip Code)</i> <i>(Phone Number)</i> <i>(Fax Number)</i>
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Question 10: Within the past year, if there has been any change in the owners, partners, members, beneficiaries, directors or officers of the applicant, please complete the information in the table below. Beside each name, under the column titled "Type of Change," place an "A" if the individual has been added to the company structure, place a "D" if the individual has departed the company structure or place a "C" if the residence address for the individual has changed.

NAME	RESIDENCE ADDRESS	TITLE	OWNERSHIP PERCENTAGE	TYPE OF CHANGE

II. SURETY BOND

EXHIBIT A: SURETY BOND

Attach proof of a corporate surety bond in the amount of at least five thousand dollars (\$5,000.00).

III. CIVIL DISCLOSURE

Within the past year, has the Applicant, or any parent company, or any partner, officer, director, trustee, stockholder or employee:

- Been the subject of proceedings in bankruptcy, foreclosure, receivership, assignment for the benefit of creditors, or for debt and money due? Yes No

2. Been the subject of **consumer initiated litigation** or arbitration filed in New Mexico or in a 10th Circuit federal court in connection with a financial services-related business, **collection agency regulatory act violation, unfair trade practices violation or a fair debt collection practices act violation**? Yes No
3. Been the subject of any **class action litigation**, filed in any jurisdiction that, according to generally accepted accounting principles is deemed significant to financial health and would be required to be referenced in an annual audited financial statement, report to shareholders, or similar documents? Yes No

CIVIL DISCLOSURE EXHIBITS

EXHIBIT B: CIVIL LITIGATION

- If you answered **YES** to any of the above, please attach the following information:
 - A copy of the original filed complaint;
 - If the case is pending, a brief statement regarding the current status;
 - A copy of any publicly available court paperwork evidencing a final disposition of the case;

VI. REGULATORY DISCLOSURE

Within the past year, has the Applicant, or any parent company, or any partner, officer, director, trustee, stockholder or employee:

1. Applied for any other type of business license with this Division? Yes No
2. Been refused any type of business license by a state or federal financial institutions regulating agency? Yes No
3. Been the subject of enforcement actions such as cease and desist orders, consent orders, injunctions, and license suspensions or revocations by **any state or federal regulatory agency**? Yes No

REGULATORY DISCLOSURE EXHIBITS

EXHIBIT C: BUSINESS LICENSING INFORMATION

- If you answered YES to question 1, please attach complete details of all applications submitted to this Division, including the following information:
 - The name of the business listed on the application;
 - The type of business license applied for;
 - A statement indicating whether the license was granted or denied;

- If the license was granted, the license number;

EXHIBIT D: REGULATORY ENFORCEMENT ACTION HISTORY

- If you answered YES to question 2 or 3, please attach complete details of all events or proceedings, including the following information:
 - The name of the regulating agency that executed the enforcement action;
 - The contact information for the regulating agency that executed the enforcement action;
 - A copy of the enforcement action filed by the regulating agency;

V. CRIMINAL DISCLOSURE

Within the past year, has the Applicant, or any parent company, or any partner, officer, director or trustee:

1. Been convicted of a felony or any crime involving moral turpitude?

Yes No

CRIMINAL DISCLOSURE EXHIBITS

EXHIBIT E: CRIMINAL HISTORY

- If you answered YES to question 1, please attach complete details of all events or proceedings, including the following information:
 - A copy of the Court document evidencing final disposition of the case (Ex: Plea and Disposition Agreement)
 - The Defendant's name
 - The City, County and State in which the defendant was charged
 - Court case numbers
 - Defendant's employment title or positions within collection agency (ex: Director, Manager, etc.)

VII. APPLICATION CHECKLIST

Before submitting your application to the Financial Institutions Division, please ensure that the following items are included in your submission packet:

- All attachments include applicant name, license number, and question number in the top right corner of each page.
- All exhibits include the applicant name, license number, and the exhibit letter in the top right corner of each page.

MANDATORY APPLICATION ITEMS:

- ATTACHED **EXHIBIT A**: SURETY BOND
- ENCLOSED CHECK OR MONEY ORDER PAYABLE TO FINANCIAL INSTITUTIONS DIVISION FOR **RENEWAL FEE**
- ENCLOSED APPLICANT'S NOTARIZED OATH AND STATEMENT

MANDATORY EXHIBITS IF APPLICABLE:

- EXHIBIT **B**: CIVIL LITIGATION
- EXHIBIT **C**: BUSINESS LICENSING INFORMATION
- EXHIBIT **D**: REGULATORY ENFORCEMENT ACTION HISTORY
- EXHIBIT **E**: CRIMINAL HISTORY