STATE OF ALABAMA

State Banking Department

TO: All Licensees

FROM: The Alabama Banking Department

RE: Transitioning to the National Multistate Licensing System (NMLS)

DATE: 7/15/2026

The Alabama Banking Department is proud to announce that, pursuant to Regulation 155-2-1-.08, starting September 1st, we will begin using NMLS to manage Deferred Presentment, Pawnshop, Non-Mortgage Consumer Credit, and Small Loan licenses. Through NMLS, your company will be able to apply for, amend, and renew its license conveniently and safely online. The purpose of this letter is to provide you with important information to help you prepare to use NMLS.

NMLS is a secure web-based system created by state regulators to provide efficiencies in the processing of state licenses and to improve supervision of state-regulated industries. Through NMLS, companies maintain a single record which they use to apply for, maintain, renew, and surrender license authorities. NMLS also contains functionality for the submission of application documentation, financial statements, credit reports, and criminal background checks as required for applicable license types.

More information about NMLS can be found on the NMLS Resource Center.

Deferred Presentment, Pawnshop, Non-Mortgage Consumer Credit, and Small Loan Licensees

Each company holding a Deferred Presentment, Pawnshop, Non-Mortgage Consumer Credit, and Small Loan license must create a company record in NMLS, for the company itself, control persons (officers and owners), and for each branch holding a license. Once the company and branch forms have been completed, they may be submitted electronically through NMLS to the Alabama Banking Department beginning on or after **9/1/2026**. Completing and submitting this record through NMLS will take the place of the renewal process this year. **Failure to transition will result in license expiration on 12/31/26**.

Current Consumer Credit licensees on the NMLS, engaged solely in non-mortgage consumer credit activities, will no longer maintain a Consumer Credit license and must transition to the new Non-Mortgage Consumer Credit license through NMLS.

To continue conducting non-mortgage consumer credit business in Alabama, affected licensees must submit a transition application in NMLS beginning **9/1/26** but no later than **12/31/26.** This transition will be completed by submitting a license transition request through the filing of MU1 Form for a Company license and, if applicable, MU3 Form for a Branch license in NMLS.

This transition process will replace the standard 2027 renewal cycle for affected licensees. Once the transition filing has been submitted and approved, the new license will remain active through December 31, 2027. For additional transition instructions and NMLS filing guidance will be available in the "Transition Checklist" on the NMLS Resource Center prior to the September 1,2026 date.

Current Consumer Credit and Mortgage Broker Licensees, that conduct mortgage activity should disregard this notice and renew as normal in the NMLS.

How to Initially Access NMLS

Note: If your company already has a record in NMLS, you do not need to take this step.

In order to gain access to NMLS for the first time, you must complete a Company Account Request Form and identify a Primary Account Administrator and a Secondary Account Administrator. This form can be submitted electronically through the NMLS website in the Getting Started section. This form needs to be submitted only once per company, regardless of the number of NMLS participating states in which you are licensed. Completing a company account request can be done prior to September 1, 2026; however, you should not transition any license onto NMLS **until** September 1, 2026.

Within three days of completing and submitting the Company Account Request Form, the Primary Account Administrator will receive NMLS login information. The Primary Account Administrator for your company will have full rights to access the system, submit information to this agency and other participating state regulators, and set up other company users in the system. Instructions and tutorials on how to access and use the system are also available on the NMLS Resource Center.

Forms to Complete

Once you are able to access NMLS, you will need to submit the following through NMLS to the Alabama Banking Department beginning September 1st, 2026, through December 31, 2026.

- **Company Application (MU1)**
  - Submitted by Licensed Companies
  - For more information, see the Filing the Initial Company MU1 Form for a New Application
  - A Company Application for licensure (MU1) must be filed for your **corporate office** even if it is currently not licensed.
- **Biographical Statement and Consent Form (MU2)**
  - Submitted by Licensed Companies for each Control Person (i.e., executive officer, qualified individual or branch manager)
  - For more information, see the Individual MU2 Form Filing.
- **Branch Application (MU3)**
  - Submitted by Licensed Companies for each Licensed Branch
  - For more information, see the Submitting a Branch (MU3) Form Quick Guide.

When submitting your company & branch transition filings, please enter the transition number provided to you by the Department in the Existing License Number field. You may begin completing these forms prior to September 1st, 2026, but will not be able to submit them to the Alabama Banking Department until that date. See the Company (MU1) Form Filing Instructions if you are completing the Company (MU1) Form for the first time.

> **Note:** If you have submitted these forms to another state, then you do not need to re-enter your company or branch records into NMLS. You will only need to identify the appropriate license type in Alabama and complete a few state-specific fields.

NMLS Processing Fees for State Licensure

1. **Initial Setup Fee** – This fee is incurred each time a company (Form MU1), branch (Form MU3), or mortgage loan originator (Form MU4) uses the NMLS to apply for a new license in a participating state. The Initial Set-up Fee is a "per agency/per license." fee.

2. **Annual Processing Fee** − This fee is incurred each year during the annual renewal period when a company, branch, or mortgage loan originator (MLO) submits a renewal request in a participating state. This fee is a "per agency/per license" fee.

Entity	Initial Set-up Fee	Annual Processing Fee
Company (Form MU1 Filing)	$120	$120
Branch (Form MU3 Filing)	$25	$25

These processing fees pay for NMLS' operations, including licensee system access 362 days per year, ability to maintain, renew and run reports on your licenses, and NMLS Call Center support.

NMLS Website

The NMLS Resource Center provides step-by-step instructions on how to access the system, guides on how to complete the forms, each state's transition checklists and requirements, tutorials, current and future participating agencies, system alerts, system processing fees, and general background information. Training opportunities are also available in the News & Events section and from the home page.

If you have any questions about creating your company record, navigating NMLS, or submitting your transition license applications, feel free to contact the NMLS Call Center at 1-855-665-7123.