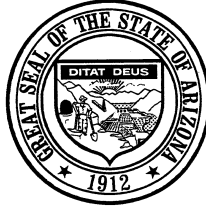


# Arizona Department of Financial Institutions



## SUBSTANTIVE POLICY STATEMENT

**Section:** Mortgage Lending  
**Subject:** Renewal Fees

**July 30, 2012**  
**Policy Statement # MB-4**

The Department is required by A.R.S. § 6-126, to charge a specified fee for the renewal of a mortgage broker and mortgage banker license based upon the number of loans negotiated or closed by the licensee during the immediately preceding calendar year. The number of loans used in the calculation of this fee shall include all loans negotiated or closed, irrespective of the location or type of the loan. Specifically, the number of loans must include all real estate secured loans, whether or not the real estate is in Arizona.

Prior to license renewal, the appropriate renewal forms must be submitted to the Department. The fee will be based on the number of loans indicated on forms completed by the licensee. The Department will review the accuracy of the information in future examinations.

Questions regarding this policy statement should be directed to our Financial Enterprise Division at (602) 771-2800.