



BRIAN SANDOVAL
Governor

STATE OF NEVADA
DEPARTMENT OF BUSINESS AND INDUSTRY
DIVISION OF MORTGAGE LENDING
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BRUCE BRESLOW
Director

JAMES WESTRIN
Commissioner

DATE: January 6, 2016
TO: Covered Service Provider Licensees
FROM: Division of Mortgage Lending
SUBJECT: 2016 Financial Statement Filing Requirement Reminder

Annual Financial Statements:

Nevada licensed covered service providers are required to file their annual financial statement with the Commissioner within 120 days after the last day of their fiscal year end ("FYE"). If a licensee's FYE is December 31st, their financial statement is required to be filed by April 30, 2016. Licensees are reminded that the financial statement must meet the following requirements:

1. Be prepared from the licensee's books and records by an independent certified public accountant who holds an active license to practice in this State or in any other state that has not been revoked or suspended.
2. Be dated not earlier than the last day of the licensee's FYE.

NOTE: A licensee holding residual money collected from a homeowner should maintain those funds in a separate account from the licensee's operating account(s), and must at all times have a reconciled balance equal to all money collected and deposited and not yet dispersed.

Financial Statement Submissions:

All licensees must submit their financial statements directly to the Division at: State of Nevada, Division of Mortgage Lending {Attention: CPA}, 7220 Bermuda Road, Suite A, Las Vegas, Nevada 89119, or via facsimile to (702) 486-0785.

Requests for an Extension:

The Commissioner may grant a reasonable extension for the submission of a financial statement if a licensee requests such an extension before the date on which the financial statement is due.