

MO3 NMLS Records and Quarterly Reports [Section 11-110-701 and 11-110-703~~111, 11-110-114, and 11-110-201~~, C.R.S.]

A. Quarterly NMLS Money Service Business Call Reports (MSBCRs)

All licensees must submit, using the NMLS portal, the NMLS MSBCR~~Money Service Business Call Report~~ on a calendar quarterly basis, with all sections completed accurately, ~~as outlined below:~~

~~1. Licensees must complete the standard section, which includes the Permissible Investment Report and, if applicable, any expanded section of The NMLS Money Service Business Call Report.~~

~~2. The quarterly NMLS Money Service Business Call Report is due within forty five (45) calendar days of the end of the calendar quarter.~~

~~3.~~ Failure to properly submit a NMLS MSBCR ~~Money Service Business Call Report~~ in a timely manner as outlined in 11-110-701(1), C.R.S. ~~above~~, may result in a Late Filing Fee as set forth in the Division's Fee Schedule.

~~B. 1. Each licensee must make, keep, and preserve the following Records for a period of seven (7) years:~~

~~a. A general ledger containing all asset, liability, capital, income, and expense accounts, which general ledger shall be posted at least monthly.~~

~~b. Financial institution statements and reconciliation records.~~

~~2. Each licensee must make, keep, and preserve the following other Records for a period of five (5) years:~~

~~a. Record or Records of payment instruments sold, and money transmitted as required by the licensee's normal business practices.~~

~~b. Settlement sheets received from agents, if any.~~

~~c. Records of outstanding payment instruments and money transmitted.~~

~~d. Records of each payment instrument paid, and money transmitted within the period.~~

~~e. A list of the names and addresses of all of the licensee's agents, as well as copies of each agent contract.~~

~~C.~~ B. Quarterly NMLS Authorized Agent Report NMLS Agent Report

All licensees must submit, using the NMLS portal, the Authorized Agent Roster Report on a quarterly basis, as outlined in 11-110-703, C.R.S.

~~1. Each licensee shall annually report information for each agent performing money transmission services for Colorado consumers. The annual reporting requirement will be satisfied by the quarterly agent information submission to the NMLS Portal, and the submission must include:~~

- ~~a. Business name of agent.~~
- ~~b. Street address, City, State, and Zip code of agent.~~
- ~~c. Telephone number of agent.~~
- ~~d. Money transmission services provided at the location.~~

~~2. An agent of a licensed money transmitter involved in selling or adding additional money to Stored Value issued by the licensed money transmitter or to corporations organized under the general banking, savings and loan, or credit union laws of Colorado or the United States, is not subject to this Paragraph of this Rule.~~

C. The filing or commencement of an administrative or legal action by a regulatory agency or licensing authority in a state, territory, or country in which the licensee engages in business or is licensed, must be uploaded to the NMLS within 15 business days after the licensee has reason to know of the occurrence.