



NEBRASKA COLLECTION AGENCY BOARD
INITIAL COLLECTION AGENCY LICENSE APPLICATION

Please complete the following questions. If additional space is needed for any question, you may attach a separate sheet to the application. The investigation fee of \$200.00 and the license fee of \$200.00 must be paid when the application is submitted. The investigation fee is non-refundable.

Date _____ Applicant is a(n): Individual ____ Partnership ____ LLC ____ Corporation ____

Agency Name _____

Agency Owner(s) _____
(List all owners holding shares or ownership interests in the agency along with the percentage of interest held)

Business Street Address _____

Telephone No. _____ Fax No. _____

Licensing Contact Person _____ Telephone No. _____ Email Address _____

Complaint Contact Person _____ Telephone No. _____ Email Address _____

Nebraska Office Street Address _____
(Out of state agencies must have a Nebraska Office Address – Refer to Chapter 10 of the Rules and Regulations)

Telephone No. _____ Contact Person _____

1. Discuss in brief your business history, organizational structure, type of collection related business engaged in (or to be engaged in, if not yet active) and if you have been in business prior to this application or have ever held a Nebraska Collection Agency License.

2. Does your business handle accounts and money? ____ yes ____ no

3. If licensed, have you ever had any disciplinary action by an agency or board? ____ yes ____ no **If yes, explain on a separate sheet.**

4. Will the business use any additional names for the collection agency? ____ yes ____ no **If yes, list on a separate sheet.** (Including registered trade names).

5. **Applicants who are corporations or limited liability companies:** please list on a separate sheet the names and resident addresses of the president, vice president, secretary, treasurer and other officers *having a right to participate in the management* of the collection agency.

6. **Applicants licensed in another state:** attach a listing of the states and the agencies issuing the license.

7. **Out of state applicants already doing business outside Nebraska:** please list ten (10) customers showing their names, complete addresses, and telephone numbers for reference purposes on the attached sheet.

8. **Individual or Partnership applicants** must provide three (3) letters of personal reference (each).

