

**STATE OF WISCONSIN
Department of Financial Institutions**

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4822 Madison Yards Way
North Tower
Madison, WI 53705



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Madison, WI 53707-7876

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dfi.wi.gov

**PAYDAY LENDER OFFICE
RELOCATION APPLICATION**

Purpose: A completed Payday Lender Office Relocation Application should be submitted to the Department of Financial Institutions - Division of Banking within 10 business days of the relocation.

Notice: This form is required under Section 138.14, Wisconsin Statutes. Refusal to provide this information may result in the denial of a license. Personally identifiable information on this form may be matched against tax information, outstanding child and family support data and law enforcement agencies. Failure to complete this application completely and accurately may result in denial or revocation of license, and any other penalties as provided by law.

PAYDAY LENDER OFFICE

1. Provide the following information for the licensee's current office location.

Name of Licensee:		License Number:	
Street Address:			
City:	State:	Zip:	

2. Provide the following information for the office where the licensee will be relocating to.

Street Address:		
City:	State:	Zip:
Telephone:	Fax:	
Will this office originate, service, or store records relating to Wisconsin payday loans? Mark all that apply. Originate <input type="checkbox"/> Service <input type="checkbox"/> Store <input type="checkbox"/>		

3. List other types of business that will be conducted by the licensee or others at the location listed in #2:

4. Proposed date of relocation:

ATTACHMENTS

5. Attach the following items to this form.

A) Fees

If your new place of business IS located within the same city, village, or town as your current place of business, no fee is due.

If your new place of business IS NOT located within the same city, village, or town as your current place of business, a \$500 licensing fee must be submitted with this form.

Make the check payable to the Department of Financial Institutions.

B) Current License Certificate.

Attach the original license certificate for your current location. We will replace the certificate with a new certificate that identifies the address of the new office.

Payday Lender Zoning Permit Information

Sections 59.69(4h) and 62.23(7)(hi), Stats., indicate that a payday lender cannot operate in a city or county unless it has received a permit to do so from either the city council or county zoning agency. These statutes also indicate that a payday lender cannot be located within 1,500 feet of another payday lender or within 150 feet of a single-family or 2-family residential zoning district. A city or county may enact a zoning ordinance that contains provisions that are stricter than the above noted provisions. Please contact the appropriate city or county zoning agency to obtain the permit that is required by the above noted statutes.

RETURN RELOCATION FORM TO:

Department of Financial Institutions
Division of Banking

Mailing Address:

PO Box 7876
Madison, Wisconsin 53707-7876

Street Address:

4822 Madison Yards Way
North Tower
Madison, Wisconsin 53705

This document can be made available in alternate formats upon request to qualifying individuals with disabilities.