



**DISTRICT OF COLUMBIA**  
**DEPARTMENT OF INSURANCE, SECURITIES AND BANKING**  
**Banking Bureau – [disb.annualreport@dc.gov](mailto:disb.annualreport@dc.gov)**

Phone: (202) 727-8000 • Fax: (202) 535-1194 • Internet: [www.disb.dc.gov](http://www.disb.dc.gov)

**MORTGAGE LENDER AND BROKER**  
**COMPANY ANNUAL REPORT FOR ACTIVITY DURING CALENDAR YEAR 2022**

**INSTRUCTIONS:** Pursuant to the Mortgage Lender and Broker Act of 1996, EACH MORTGAGE LENDER AND BROKER LICENSED DURING 2022 MUST FILE AN ANNUAL REPORT with the Commissioner of the Department of Insurance, Securities and Banking (“Department”) no later than **MARCH 31, 2023**.

**IMPORTANT: Please note** all activity for the **Company and any Branch location** covering mortgage transactions during the 2022 calendar year should be combined and reported to the Company Annual Report - *a separate report for each branch location is no longer required*. Include in this report only loans or other extensions of credit that are secured, in whole or in part, by any interest in residential real property in the District of Columbia. **Please enter the licensee’s name and COMPANY NMLS ID in the space provided.**

Licensee name: _____	COMPANY NMLS ID: _____
DBA name: _____	

	<i>Number</i>	<i>Dollar Amount</i>
Line 1: Number and dollar amount of all <u>District of Columbia</u> mortgage loans for which the licensee acted as the <b>lender</b> during 2022:	_____	\$ _____
Line 2: Number and dollar amount of all <u>District of Columbia</u> mortgage loans the licensee <b>brokered</b> during 2022:	_____	\$ _____
Line 3: Number and dollar amount of all <u>District of Columbia</u> mortgage loans the licensee <b>serviced</b> during 2022:	_____	\$ _____
Line 4: Add lines 1 – 3:	_____	\$ _____

Line 5: **Please review the Mortgage Activity Table.** Mortgage lenders and brokers are under a continuing obligation to **maintain adequate surety bond coverage, per licensed location, as required by D.C. law.**

<b>MORTGAGE ACTIVITY TABLE</b>	
<b>Loan Activity Amount</b>	<b>Required Bond Amount</b>
\$1 million or less	\$12,500
\$1 million to \$2 million	\$17,500
\$2 million to \$3 million	\$25,000
Over \$3 million	\$50,000
Where 4 or more license applications are filed	Blanket surety bond in the amount of \$200,000

**DELIVERY INSTRUCTIONS:** The completed company annual report form should be submitted via **EMAIL** to [disb.annualreport@dc.gov](mailto:disb.annualreport@dc.gov).

**DUE DATE:** Annual reports are **DUE BY MARCH 31, 2023**. Failure to file the annual report by the March 31, 2023 deadline will subject the licensee to a statutory penalty of **\$100** per business day until the annual report is filed with the Department.

**AFFIDAVIT:**

“I, \_\_\_\_\_, hereby certify, under penalty of perjury, that I have read and knowingly made the statements and representations provided in the annual report and that each and every such statement and representation is true, accurate, and complete to the best of my knowledge and belief. I understand that any false statement, misrepresentation, or fraud in connection with this report may be cause for revocation, suspension, or other disciplinary action against the licensee submitting the annual report.”

\_\_\_\_\_  
 \_\_\_\_\_  
 Print Name and Title Signature

Personally appeared before me, \_\_\_\_\_, who being duly sworn according to law, deposes and says that the information contained in the Annual Report Form being submitted is true and correct.

Sworn and subscribed to before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. (NOTARY SEAL)

\_\_\_\_\_  
 Notary Public My commission expires: \_\_\_\_\_