



**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).

# Oath of Applicant

STATE OF \_\_\_\_\_ )  
 ) ss.  
 COUNTY OF \_\_\_\_\_ )

I, \_\_\_\_\_, do hereby swear or affirm as \_\_\_\_\_  
Print Name Capacity of affiant, i.e. president, owner, general manager

of \_\_\_\_\_, that I have personally verified the information contained in the  
Name of Collection Agency

attached Initial Collection Agency Application and Nebraska Collection Agency Board Personal/Corporate Financial  
 Statement and the information contained therein is true and correct to the best of my knowledge.

\_\_\_\_\_  
 Signature

SUBSCRIBED AND SWORN to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
 Notary Public