



**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: Individual ___ Partnership ___ LLC ___ Corporation ___

Agency Name _____

Agency Owner(s) _____

Business Address _____

Telephone No. _____ Fax No. _____

Contact Person _____ Telephone No. _____

Nebraska Office 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 (when your company started, where they have done business, etc.) and if you have been in business prior to this application.

2. Are you, or is your business, registered with the Better Business Bureau or Chamber of Commerce in your city? ___ yes ___ no

If so, list the name of city and state _____

3. Does your business handle accounts and money? ___ yes ___ no

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

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

6. **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.

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

8. **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.

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

