

C.L. "BUTCH" OTTER
GOVERNOR

GAVIN M. GEE
DIRECTOR

STATE OF IDAHO
DEPARTMENT OF FINANCE
CONSUMER FINANCE BUREAU
800 PARK BLVD., STE 200 BOISE ID 83712
P O BOX 83720 - BOISE ID 83720-0031



Idaho Collection Agency Act QUARTERLY NOTIFICATION OF AGENTS / COLLECTORS

AGENCY PERMIT # _____ JUNE 15 _____ SEPTEMBER 15 _____ DECEMBER 15 _____

FILL IN YEAR OF QUARTER BEING REPORTED. COPY THIS FORM AS NEEDED.

Applicant/Licensee agrees to be responsible, under Title 26, Chapter 22, Idaho Code, for acts of Agent(s) while said Agent(s) is employed by the Applicant/Licensee. Applicant/Licensee certifies that Agent(s) has been instructed as to the requirements of the Idaho Collection Agency Act and the Fair Debt Collection Practices Act and that Agent(s) has a reasonable understanding of same. ▽

NAME, DBA, CITY, STATE:				CERTIFICATION OF ABOVE Δ AUTHORIZED PRINTED NAME AND SIGNATURE OF APPLICANT/LICENSEE:		
Please type the NEW AGENT NAME Alphabetical Order Please LAST, FIRST, MIDDLE INITIAL	CITY & STATE of office	SOCIAL SECURITY NUMBER	DATE OF BIRTH	DESK NAME IF USED	\$20.00 REGISTRATION FEE SUBMITTED	
1						
2						
3						
4						
5						
TOTAL FEES SUBMITTED (\$ 20.00 PER EACH NEW SOLICITOR / COLLECTOR / AGENT /COUNSELLOR) FOR THIS QUARTER:					\$	

IDAHO COLLECTION AGENCY ACT Idaho Code § 26-2240: Each licenset holder shall, with its initial application and each annual renewal, file with the Director a list of all agents including the name of the agent and other identifying information the Director may require. A fee of twenty dollars (\$20.00) for each listed agent shall accompany the list. The Director shall be notified in writing of any additions to the agent list no less often than every calendar quarter. A fee of twenty dollars (\$20.00) shall be filed with the Director for each additionally identified agent in the quarterly notification of additions to a licensee's agent list. An agent is not required to be listed, nor the fee paid therefore, unless the agent acted for the licensee for more than thirty (30) business days.

INSTRUCTIONS

- Quarterly Notification is due June 15, September 15, December 15, and Annual Renewal is due on/before March 15.
- Send Quarterly Notification only once per quarter, on or near the date due, only if you have new agent(s) to report.
- Do not send name changes or documents.
- Do send separate lists of terminated employees.
- Submit new (since the previous notification) agents conducting activities under the license with Idaho clients.
- Submit ONE check payable to the Department of Finance for \$20 for each new agent you are registering.
- Use this form or format (copy as needed) which includes all the required information and the required signature.
- If acknowledgement of receipt of Quarterly Notification is needed, provide a contact name and email address.
- TO CONTACT THE IDAHO CONSUMER FINANCE BUREAU, PHONE: (208) 332-8002; FAX: (208) 332-8096 (Revised: 6/08)