



State of Rhode Island and Providence Plantations  
DEPARTMENT OF BUSINESS REGULATION  
1511 Pontiac Avenue, Bldg. 68-1  
Cranston, Rhode Island 02920

**Division of Banking**

January 14, 2022

**RE:** Debt Management Companies  
Small Loan Lenders

All Rhode Island Debt Management Companies and Small Loan Lenders must **on or before March 31, 2022** file an Annual Report covering the licensed activity for calendar year 2021.

**To file the required Annual Report for the year ended December 31, 2021, each licensee must on or before March 31, 2022:**

1. Complete the attached Checklist along with the requested information;
2. Submit the attached Checklist to [DBR.BankInquiry@dbr.ri.gov](mailto:DBR.BankInquiry@dbr.ri.gov) as a PDF file;
3. Include the Licensee's License Number(s) (including branch offices being reported) & NMLS ID Number(s) on each page of the Checklist; and
4. Enter "**(Company Name/NMLS ID #) RI 2022 Annual Report**" on the **subject line** of the email: **Ex. "ABC Company/NMLS # 1234 RI 2022 Annual Report"**

**ANY LICENSEE WHO FAILS TO COMPLY WITH THE REQUIREMENT TO SUBMIT ALL REQUIRED INFORMATION BY MARCH 31, 2022 WILL BE SUBJECT TO A PENALTY OF \$25 PER LICENSE PER DAY FOR NON-COMPLIANCE AND MAY BE SUBJECT TO ADMINISTRATIVE ACTION REVOKING THE LICENSE(S)/REGISTRATION(S).**

Please contact Assistant Supervisor of Examinations, Rebecca L. Specht by e-mail at [rebecca.specht@dbr.ri.gov](mailto:rebecca.specht@dbr.ri.gov) if you have any questions related to the Annual Report process. The Division prefers to respond to questions in advance so licensees may avoid Annual Report filing delays and the penalties associated with the submission of an incomplete or inadequate Annual Report.

**IMPORTANT:** Financial Statements required to be uploaded into NMLS **DO NOT** NEED TO BE AUDITED but must reflect the licensee's financial position as of 12/31/21. Failure to complete this task with the other requested information will cause the Annual Report to be deemed late if received after March 31, 2022. As such late filing penalties will apply.

RI DM SL 2022 Annual Report Filing Notice 01-05-2022 RLS

Tel: 401-462-9503

TTY: 711

Web Site: [www.dbr.ri.gov](http://www.dbr.ri.gov)