STATE OF MONTANA

DIVISION OF BANKING & FINANCIAL INSTITUTIONS

1712 9th Ave., PO Box 200546, Helena, MT 59620-0546
Phone: (406) 841-2920 Website: www.doa.mt.gov/BFID
Email: mortgagelicensing@mt.gov

BONA FIDE NOT-FOR-PROFIT "BNFP" CERTIFICATION

Check One: ☐ Initial Application ☐ Annual Renewal (due by December 31)

Name of BNFP Organization:

_____

Provide prior name if name has changed since last filing:

_____

Physical Address:

_____

Mailing Address:

_____

Phone Number: _____

Fax Number: _____

Website: _____

Name and title of person preparing this form: _____

Phone number of preparer: _____

E-mail address of preparer: _____

BNFP Certifications and supporting documents must be returned to the Division via email to:

mortgagelicensing@mt.gov

INITIAL CERTIFICATION

Attach the following documentation for an initial certification:

1. The determination letter or other indicia from the Internal Revenue Service recognizing the entity as exempt under section 501(c)(3) or (c)(4) of the Internal Revenue Code of 1986, 26 U.S.C. § 501(c)(3) or (c)(4).

2. The nonprofit organization's organizing documents, including articles of incorporation and bylaws.

3. If the nonprofit is a foreign corporation, the certificate of authority from the Montana Secretary of State's office.

4. The nonprofit's most recent Form 990, Return of Organization Exempt from Income Tax, filed by the nonprofit organization.

5. If not included in the nonprofit's Form 990 tax return, a description of the compensation and incentive structure for employees subject to any determination under these rules.

6. A description of each loan program provided by the nonprofit organization, including a description of eligibility, purpose, loan terms, key features, and servicing or securitization plans, if any.

7. Provide the names and contact information for all mortgage loan originators employed by the bona fide not-for-profit entity, including office address, business phone number, and email address.

Applicant acknowledges that pursuant to Mont. Code Ann. §§ 32-9-103(6), 32-9- 104(1)(f), and 32-9-104(1)(g), the Division may periodically require reports and certifications regarding the not-for-profit's activities and shall examine the not-for-profit's books and records in accordance with the regulations issued by the Consumer Financial Protection Bureau or its successor regulator.

Applicant further acknowledges that if the bona fide not-for-profit entity fails to provide documentation as required by this application or does not continue to meet the criteria outlined above, the Division may revoke the bona fide not-for-profit's exempt status.

_____ _____

Signature Date

RENEWAL CERTIFICATION

Attach the following documentation for a renewal certification:

1. The nonprofit's most recent Form 990, Return of Organization Exempt from Income Tax, filed by the nonprofit organization.

2. Provide the names and contact information for all mortgage loan originators employed by the bona fide not-for-profit entity, including office address, business phone number, and email address.

Attach the following documents **only if they have changed since the initial certification**:

1. The determination letter or other indicia from the Internal Revenue Service recognizing the entity as exempt under section 501(c)(3) or (c)(4) of the Internal Revenue Code of 1986, 26 U.S.C. § 501(c)(3) or (c)(4).

2. The nonprofit organization's organizing documents, including articles of incorporation and bylaws.

3. If the nonprofit is a foreign corporation, the certificate of authority from the Montana Secretary of State's office.

4. If not included in the nonprofit's Form 990 tax return, a description of the compensation and incentive structure for employees subject to any determination under these rules.

5. A description of each loan program provided by the nonprofit organization, including a description of eligibility, purpose, loan terms, key features, and servicing or securitization plans, if any.

Exempt entity acknowledges that pursuant to Mont. Code Ann. §§ 32-9-103(6), 32-9- 104(1)(f), and 32-9-104(1)(g), the Division may periodically require reports and certifications regarding the not-for-profit's activities and shall examine the not-for-profit's books and records in accordance with the regulations issued by the Consumer Financial Protection Bureau or its successor regulator.

Exempt entity further acknowledges that if the bona fide not-for-profit entity fails to provide documentation as required by this application or does not continue to meet the criteria outlined above, the Division may revoke the bona fide not-for-profit's exempt status.

_____ _____

Signature Date