

IMPORTANT: Tennessee Code Annotated (TCA) § 45-17-110 requires that both forms (Renewal Application and Annual Report) be completed and returned to this Department on or before **September 1, 2009.** As long as your application is filed by September 1st, you may continue operating until the Commissioner has acted upon it. If, on the other hand, you fail to make application by the September 1st deadline, your current license will expire on September 30th. You cannot conduct business after the expiration date until you first obtain a new license pursuant to TCA § 45-17-103. Any business engaged in after the expiration of the license may result in the Department initiating an enforcement action against you, which may include the imposition of civil monetary penalties and the refund of any fees collected.



STATE OF TENNESSEE
DEPARTMENT OF FINANCIAL INSTITUTIONS

PHIL BREDESEN
GOVERNOR

414 UNION STREET, SUITE 1000
NASHVILLE, TENNESSEE 37219
(615)741-2236 FAX (615)741-2883

GREG GONZALES
COMMISSIONER

MEMORANDUM

TO: Deferred Presentment Services Licensees

FROM: Stephen Henley, Director Compliance Division

SUBJECT: Renewal Application and Annual Report
Required by Tennessee Code Annotated § 45-17-110

Attached you will find: an Application for Renewal of Deferred Presentment Services License, Annual Report Form and instructions for same.

IMPORTANT: Tennessee Code Annotated (TCA) § 45-17-110 requires that both forms be completed and returned to this Department on or before **Tuesday, September 1, 2009**. As long as your application is filed by September 1st, you may continue operating until the Commissioner has acted upon it. If, on the other hand, you fail to make application by the September 1st deadline, your current license will **expire on September 30, 2009**. You cannot conduct business after the expiration date until you first obtain a new license pursuant to TCA § 45-17-103. Any business engaged in after expiration of the license may result in the Department initiating an enforcement action against you which may include the imposition of civil monetary penalties and the refund of any fees collected.

Please note: Before the Department can act upon your renewal application, all outstanding examination fees must be paid.

If your company or corporation has more than one business location, please provide a detailed list of each location and include the following: license number, address, telephone number, fax number, and, name of Manager. **Please respond to all of the questions and/or items.** If applicable, you may provide details on a separate sheet of paper. Please also sign the application and have it notarized. The renewal application must include a renewal fee of \$500 for **each** location. In addition, the licensee must maintain a minimum net worth of **\$25,000 per business location**.

Please also complete the Annual Report which includes a balance sheet, income and expense statement and other statistical information. The report is designed to cover the business activities conducted under the Deferred Presentment Services Act for the period **January 1, 2008 to December 31, 2008**. **The income and expense statement requires licensees to report the total amount of handling charges collected for the calendar year.** You may wish to confer with a certified public accountant (CPA) or public accountant when you prepare the annual report. Afterwards, please sign and have it notarized.

Mail the application, annual report and renewal fee to the Department at the address listed above o the attention of Stephen Henley. If you have any questions regarding the foregoing, please contact our office at (615)741-3186.

Deferred Presentation



STATE OF TENNESSEE
Department of Financial Institutions
Compliance Division
414 Union Street – Suite 1000
Nashville, Tennessee 37219
(615)741-3186

**APPLICATION FOR RENEWAL OF
DEFERRED PRESENTMENT SERVICES LICENSE
DEADLINE: SEPTEMBER 1, 2009**

Application is hereby made to renew the license(s) granted pursuant to Chapter 255, Public Acts of 1997, to transact business as a Deferred Presentment Services Business:

1. Person responsible for matters relating to this renewal application mailing address and telephone number(s) of home office:

Name and Title

Company

Street

City, State, Zip Code

Telephone Number

e-mail address

Fax Number

NOTE CHANGES BELOW

Name and Title

Company

Street

City, State, Zip Code

Telephone Number

e-mail address

Fax Number

Please answer all questions on this page. If necessary, provide details on a separate sheet. The licensee must also file the annual report with this application by **September 1, 2009**.

2. Provide a current list including the name, social security number, residence and business address, residence and business phone numbers and title of each owner, partner, L.L.C. member, director, corporate officer, five percent (5%) or more shareholder of the licensee (**please attach**).
3. Has the licensee's business structure or ownership changed during the past year?
Yes_____ No_____ If Yes, detail the changes on a separate sheet of paper.
4. Has the licensee filed for bankruptcy or reorganization within the last year?
Yes_____ No_____ If Yes, provide details on a separate sheet of paper.
5. Has the licensee or any partner, L.L.C. member, director, corporate officer, five percent (5%) or more shareholder been associated with a business whose authority to transact business was denied, revoked or suspended by a state or federal regulatory or law enforcement entity during the past year?
Yes_____ No_____ If Yes, please detail on a separate sheet of paper.
6. Has the licensee ever been subject to any federal or state administrative investigation or order, or is any federal or state administrative investigation or order pending?
Yes_____ No_____ If Yes, please detail on a separate sheet.
7. Has the licensee, or any partner, L.L.C. member, director, corporate officer, five percent (5%) or more shareholders been indicted or convicted of a felony in Tennessee or elsewhere?
Yes_____ No_____ If Yes, please provide details on a separate sheet.
8. Is the licensee currently licensed and/or operating as a deferred presentment services business in another state?
Yes_____ No_____ If Yes, please identify the state(s) on a separate sheet.
9. Does the licensee have any contingent liabilities as endorser, guarantor or otherwise?
Yes_____ No_____ If Yes, please provide details on a separate sheet. Include all pending litigation and note any potential settlement amounts that could significantly affect the licensee's financial position.
10. By providing your email address, the Department can send you information quicker and more efficiently.

e-mail address

AFFIDAVIT

STATE OF _____)

COUNTY OF _____)

I, _____, the undersigned being the _____
of the _____, licensee swear (or affirm), that to the best of my
information, knowledge and belief the statements contained in this report, including the accompanying
schedules and statements (if any) are true and correct; also, that the same is a true and correct and complete
statement in accordance with the laws of the State of Tennessee.

Signature

Subscribed and sworn to before me this _____ day of _____, _____.

Notary Public

Notary Seal

My commission expires

THIS RENEWAL APPLICATION MUST BE ACCOMPANIED BY A RENEWAL FEE OF **\$500** FOR **EACH LICENSE**.

MAKE CHECKS PAYABLE TO THE: **TENNESSEE DEPARTMENT OF FINANCIAL INSTITUTIONS**.

EACH BUSINESS LOCATION IS PRESENTED ON THE PRECEDING PAGE(S). PLEASE REVIEW THE INFORMATION AND, IF
APPLICABLE, MAKE ANY CORRECTIONS IN THE SPACE(S) PROVIDED.

UNIFORM STATE REPORT
ANNUAL REPORT INTRODUCTION & INSTRUCTIONS

The purpose of the uniform state report is to provide a detailed summary of information for operations conducted by the legal entity required to file in accordance with Tennessee Code Annotated § 45-17-119 of the Deferred Presentment Services Act, or imposed by the regulating authority administering the Act.

The reporting entity must follow all instructions explicitly. If a company or affiliate operates more than one licensed office, the report must be filed on a composite basis. When preparing the report, do not underline or change captions. Report all amounts in even dollars. Where insufficient space is provided to set forth the facts adequately, annex a schedule giving the details.

The following schedule letters, captions and item numbers correspond with those shown in the report.

REPORTING ENTITY INSTRUCTIONS

SCHEDULE A: STATEMENT OF INCOME AND EXPENSES

The purpose of this schedule is to show all income derived or produced by the reporting entity during the period covered by the report.

- (1) Cash Advance Fees Collected and/or Earned: This account must report all fees from cash advance services.
- (2) Other Business Income: This account must itemize all other revenue earned or collected by the reporting entity not derived from deferred presentment services.
- (3) Total Income: The sum of Items 1 and 2 under Combined Column.
- (4) Advertising: This account must show the amount of expenses by the reporting entity during the year for promoting or retaining the business of the reporting entity. Show only the amount for purchases of advertising supplies or outside services.
- (5) Audit/Examination: This account must show the amount of expenses by the reporting entity during the year for auditing and/or examination.
- (6) Charge-Offs: This account must show the expenses reported when default occurred.
- (7) Depreciation and Amortization: This account must show the amount of all depreciation and amortization expenses incurred during the year for fixed assets and other depreciable and amortizable assets.
- (8) Insurance & Fidelity Bonds: This account must show the amount of expenses by the reporting entity during the year for all insurance and bonding.
- (10) Office Supplies: Must include printing, office supplies, and other general office expenses.

- (11) Legal & Accounting Fees: This account must show the amount of expenses by the reporting entity during the year for legal and accounting fees related to the activities of outside counsel.
- (12) Office Supplies: Must include printing, office supplies, and other general office expenses.
- (13) Rent, Maintenance Services and Utilities: This account must show the total amount paid by the reporting entity during the year for the rental of buildings, maintenance services and utilities.
- (14) Total Compensations of Officers and/or Owners: This item must include all salaries, bonuses, pensions paid during the year.
- (15) Salaries or Wages of all Employees: This item must include all salaries, bonuses, wages, pensions paid during the year.
- (16) Tax Other Than on Income: All tax excluding State & Federal Income Tax.
- (17) Licensing Fees: This account must show the amount expenses by the licensee during the year for amount paid to city, county, state and federal governments.
- (18) Telephone/Fax /Internet: This item must include the amount of all facsimile, telephone, internet/web-site paid during the year.
- (19) Travel & Meals: This account must show the amount expenses by the licensee during the year for business travel and meals.
- (20) Miscellaneous: This account must list all other expenses incurred by the reporting entity not otherwise shown.
- (21) Interest Expense: Represents total interest expense on all debt obligations during the year.
- (22) Total Expenses: Sum of Items 4 through 19.
- (23) Income Before Tax: Item 3 less Item 20.
- (24) Tax: This item must show the amount of state and federal income taxes paid or accrued for the year.
- (25) Total Expenses including Tax: Item 20 plus Item 22.
- (26) Net Income: Item 3 less Item 23.

SCHEDULE B: BALANCE SHEET

The purpose of this schedule is to show the financial position of the reporting entity for the period covered by this report.

ASSETS

- (1) Cash and Cash Equivalents: This account must include all cash and any instruments that converted into cash within 90 days.
- (2) Securities: This account must report the amount of investments in securities, such as stocks, bonds and other securities.
- (3) Accounts Receivable: This account must reflect the balance due from customers less the allowance for bad debts.
- (4) Notes Receivable: Any obligations to banks or other creditors based on formal written agreements.
- (5) Cash Surrender Value of Life Insurance on Officers, Stockholders, Owners: This account must report the cash surrender value of life insurance policies carried by the reporting entity.
- (6) Prepaid Expenses: This account must show the expenses paid in advance.
- (7) Total Current Assets: The sum of Item 1 through Item 6.
- (8) Furniture, Fixtures & Equipment: This account must report the cost of tangible assets, such as furniture, computers, office equipment, signs and other fixtures owned by the company less accumulated depreciation.
- (9) Vehicles: This account must show the cost of vehicles less accumulated depreciation titled in the reporting entity's name.
- (10) Buildings: This account must show the cost of the building(s) owned by the reporting entity.
- (11) Leasehold Improvements: This account must show the cost of improvements to leased property, such as buildings, walkways, landscaping, etc.
- (12) Land: This account must show the cost of the land owned by the reporting entity.
- (13) Total Fixed Assets: The sum of Items 8 through Items 12.
- (14) Other Assets: This account must show the value of other assets owned by the reporting entity.
- (15) Investment in other Business: Equities in other businesses not included in the above reporting.
- (16) Total Assets: The sum of items 7, 13, 14 & 15.

LIABILITIES

- (17) Accounts Payable: This account must report current liabilities to suppliers.
- (18) Payroll: This account must report the amount of wages, salaries or other compensation due to employee(s) of the reporting entity.
- (19) Rents Payable: This account must report the rent or lease payments due in the current period.
- (20) Taxes: This account must report the amount of all federal, state, county and city taxes due in the current period.
- (21) Current portion of Long-Term Debt: This account must report the current debt payable within 12 months.
- (22) Other Current Liabilities: Other current liabilities not listed above.
- (23) Total Current Liabilities: Sum of item 17 through Item 22.
- (24) Mortgage, Bonds, Notes Payable: This account must report the amount of long-term obligations.
- (25) Other Long-Term Liabilities: Other long-term liabilities not listed above.
- (26) Total Long-Term Liabilities: The sum of Items 24 and 25.
- (27) Total Liabilities: The sum of Item 23 and Item 26.
- (28) Capital: This account must show the reporting entity's capital.
- (29) Retained Earnings:
 - (a) Beginning Balance: This account must show the reporting entity's accumulated earnings as of January 1, 2008.
 - (b) Net Income: This account must show the amount listed on Schedule A, Number 24 Combined Column.
 - (c) Deduction or Distributions: This account must report the amount of distributions to the proprietor, partners, LLC members, stockholders, etc.
 - (d) Ending Balance: The sum of items (a) and (b) less (c).
- (30) Total Net Worth: Sum of Items 28 and 29(d).
- (31) Total Liabilities and Net Worth: The sum of Item 27 and 30.

SCHEDULE C: ANALYSIS OF REGULATED BUSINESS ACTIVITY

- (1) Accounts Outstanding at Beginning of Year: This item must report the total number of checks on hand as of January 1, 2008, as well as the total face value of the checks.
- (2) Number & Amounts of Transactions Made During 2008: This item must show the total number of transactions made after January 1, 2008, as well as the total face amount of all checks received by the reporting entity during the year.
- (3) Accounts Purchased During 2008: This item must show the total number of checks acquired from other entities after January 1, 2008, as well as the total face amount of the checks.
- (4) Total: Sum of Items 1 through 3.
- (5) Account Balances Charged-Off During 2008: This item must report the total number and total face amount of all checks written-off during the year.
- (6) Account Balances Sold During 2008: This item must show the number of checks sold during the year, as well as the total face amount of the checks.
- (7) Account Collections During 2008: This item must report collections for the year on all accounts, including those previously written off.
- (8) Total: Sum of Items 5 through 7.
- (9) Agreements Outstanding as of December 31, 2008: Subtract Item 8 from Item 4. This amount should agree with accounts receivable per Schedule B, Item 3.
- (10) Number of Returned Checks due to Insufficient Funds, Closed Accounts or Stop Payment Orders: This item must show the total number of checks returned due to insufficient funds (NSF), closed accounts or stop payment orders for the period January 1, 2008 through December 31, 2008.
- (11) Total Handling Charges Collected: handling charges collected pursuant to Tennessee Code Annotated § 45-17-112(i) and 47-29-102.
- (12) Distribution of Transactions: Report the total number of checks received during the year in each category.

AFFIDAVIT

The affidavit must be executed if a corporation: by a duly authorized officer of such Corporation; or, by a partner if a partnership; or, by the owner an individual. In the case of illness or inability of such person to sign the affidavit, it may be executed by a legal representative or agent. The affidavit should be made before a Notary Public or other person authorized to administer oaths.

Deferred Presentment

ANNUAL REPORT: CALENDAR YEAR ENDING: DECEMBER 31, 2008

LICENSEES ENGAGED IN THE BUSINESS OF REGULATED
DEFERRED PRESENTMENT SERVICES
IN THE STATE OF TENNESSEE
DEADLINE: SEPTEMBER 1, 2009

READ THE INSTRUCTIONS CAREFULLY BEFORE COMPLETING THIS REPORT.

This form must be completed for each licensed office, unless a company or affiliate operates more than one licensed office in this state, in which case this report should be filed on a composite basis.

REPORTING ENTITY

1. Name of Licensee _____
2. Licensee Number: _____
3. Provide the address and telephone number of all places of business operated by the licensee and describe the nature of the business conducted at each location. *Please attach*
4. Business Type:
 - a) _____ Proprietorship
 - b) _____ Partnership
 - c) _____ Limited Partnership
 - d) _____ Limited Liability Company
 - e) _____ Corporation
 - f) Other: _____
5. Method of Accounting: Accrual _____ Tax-Basis _____ Cash-Basis _____ Other _____

Schedule A
Income and Expense Statement
For the Period of: January 1, 2008 to December 31, 2008

<u>INCOME</u>	<u>DP Business</u>	<u>Other Business</u>	<u>Combined</u>
1. Cash Advance Fees Collected and /or Earned	_____	_____	_____
2. Other Business Income	_____	_____	_____
3. Total Income	_____	_____	_____

EXPENSES *(Allocate by Percentage of Income)*

4. Advertising	_____	_____	_____
5. Audit/Examination	_____	_____	_____
6. Charge-offs	_____	_____	_____
7. Depreciation and Amortization	_____	_____	_____
8. Insurance and Fidelity Bonds	_____	_____	_____
9. Legal / Accounting Fees	_____	_____	_____
10. Office Supplies	_____	_____	_____
11. Rent, Maintenance Services and Utilities	_____	_____	_____
12. Total Compensation of Officers and/or Owners	_____	_____	_____
13. Salaries or Wages of all Employees	_____	_____	_____
14. Tax Other than on Income	_____	_____	_____
15. Licensing Fees	_____	_____	_____
16. Telephone/Fax/Internet	_____	_____	_____
17. Travel & Meals	_____	_____	_____
18. Miscellaneous	_____	_____	_____
19. Interest Expense	_____	_____	_____
20. Total Expenses (Total Items 4 through 9)	_____	_____	_____
21. Income before Tax (Item 3 less Item 20)	_____	_____	_____
22. Tax	_____	_____	_____
(a) State	_____	_____	_____
(b) Federal	_____	_____	_____
23. Total Expenses with tax (Item 20 plus Item 22)	_____	_____	_____
24. Net Income (Item 3 less Item 23)	_____	_____	_____

Schedule B
Balance Sheet
January 1, 2008 to December 31, 2008

ASSETS

1.	Cash and Cash Equivalents	_____	
2.	Securities	_____	
3.	Accounts Receivable	_____	
	(a) Less allowance for bad debts	(_____)	
4.	Notes Receivable	_____	
5.	Cash Surrender Value Life Insurance on Officers, Stockholders, Owner(s)	_____	
6.	Prepaid Expenses	_____	
7.	TOTAL CURRENT ASSETS (Items 1 through 6)		_____
8.	Furniture, Fixtures & Equipment	_____	
	(a) Less accumulated depreciation	(_____)	
9.	Vehicles	_____	
	(a) Less accumulated depreciation	(_____)	
10.	Buildings	_____	
	(a) Less accumulated depreciation	(_____)	
11.	Leasehold Improvements	_____	
	(a) Less accumulated depreciation	(_____)	
12.	Land	_____	
13.	TOTAL FIXED ASSETS (Items 8 through 12)		_____
14.	Other Assets	_____	
15.	Investment in other Business	_____	
16.	TOTAL ASSETS (Total Items 7, 13, 14 & 15)		=====

LIABILITIES

17.	Accounts Payable	_____	
18.	Payroll Payable	_____	
19.	Rent Payable	_____	
20.	Tax Payable	_____	
21.	Current portion of Long-Term Debt (Short Term: Less than 12 months)	_____	
22.	Other Current Liabilities	_____	
23.	TOTAL CURRENT LIABILITIES (Items 17 through 22)		_____
24.	Mortgage, Bonds, Notes Payable (Long Term: More than 12 months)	_____	
25.	Other Long-Term Liabilities	_____	
26.	TOTAL LONG TERM LIABILITIES (Items 24 and 25)		_____

27. **TOTAL LIABILITIES (Total Items 23 and 26)** _____

NET WORTH

28. Capital _____

29. Retained Earnings:

(a) Beginning Balance (January 1, 2008) _____

(b) Add: Net Income _____

(c) Deduct: Deduction or Distributions (_____) _____

(d) Ending Balance (December 31, 2008) _____

30. **TOTAL NET WORTH (Total Items 28 through 29d)** _____

31. **TOTAL LIABILITIES & NET WORTH**
(Total Items 27 and 30) _____

Deferred Presentation

Schedule C
Analysis of Regulated Business Activity
For the Period of January 1, 2008 to December 31, 2008

Regulated Cash-Advance Business

	Number	Net Amount
1. Accounts outstanding at beginning of year, January 1, 2008.	_____	\$ _____
2. Number & amounts of transactions made during 2008	_____	\$ _____
3. Accounts purchased during the year	_____	\$ _____
4. Total (Items 1 through 3)	_____	\$ _____
5. Account balances charged-off during 2008	(_____) _____	\$(_____) _____
6. Account balances sold during 2008	(_____) _____	\$(_____) _____
7. Account collections during 2008	(_____) _____	\$(_____) _____
8. Total (Items 5 through 7)	(_____) _____	\$(_____) _____
9. Agreements outstanding as of December 31, 2008 (Subtract Item 8 from Item 4)	_____	\$ _____
10. Number of checks returned due to insufficient funds, closed accounts or stop payment orders	_____	
11. Total handling charges collected for the period January 1, 2008 to December 31, 2008		\$ _____
12. Distributions of Transactions		
Amount of the check	Number of Transactions during the Year	
(a) \$150 or less	_____	
(b) \$151 to 250	_____	
(c) \$251 to 500	_____	
Total (must agree with Item 2, Column 1)	_____	

AFFIDAVIT

STATE OF _____

COUNTY OF _____

I, _____, the undersigned being the _____ of the _____, licensee swear (or affirm), that to the best of my information, knowledge and belief the statements contained in this report, including the accompanying schedules and statements (if any) are true and correct and that the same is a true, correct and complete statement in accordance with the law.

Signature

Subscribed and sworn to before me this _____ day of _____, _____.

Notary Public

My commission expires