



**MARYLAND OFFICE OF FINANCIAL
REGULATION**
APPLICATION OR FORM



**Application to Establish a Representative Office
of a Foreign Bank Corporation**

Instructions: A completed application for each non-branch representative office to be established in Maryland by a foreign banking corporation, out-of-state bank or a national/federal bank not headquartered in Maryland must be submitted to:

Office of Financial Regulation, Corporate Activities, 1100 North Eutaw Street; Suite 611,
Baltimore, Maryland 21201 or DLFRFinReg-LABOR@maryland.gov.

A non-refundable filing fee of \$500 is required. Please submit the filing fee by check made payable to the Office of Financial Regulation, with your application or inquire for wire instructions. The applicant must be qualified to do business in Maryland <https://dat.maryland.gov> and must provide a certificate of good standing and valid charter from its chartering/home state.

Upon approval, a Foreign Bank Representative Office Permit will be issued by the Office of Financial Regulation, which is valid for three years. Permits may be renewed at the end of the three years. Refer to [FI § 12-201](#) et seq.

Exemption: A foreign banking corporation that maintains another license issued by the Commissioner is exempt from obtaining a permit in accordance with Md. Code Ann., Fin. Inst. (“FI”) [FI § 12-207\(b\)](#).

Pursuant to the requirements of [FI § 12-208](#), this application is hereby made by the following foreign banking corporation to establish a (non-branch) representative office in Maryland:

Name of Foreign Bank: _____

Address of Principal Office: _____

Name of Contact Person: _____

Title: _____

Direct Phone Number: _____

Email Address: _____

Type of Office in Maryland: _____

Doing Business As: _____

Address of Proposed Office in Maryland: _____

Specific description of services and proposed operations to be offered at this location:

By my signature below, I certify that:

1) The information provided by the foreign banking corp. is accurate, complete, and true, and the activities to be conducted in this representative office will be limited to those described above; and

2) Deposits may not be accepted, checks may not be cashed, and customers may not take actual receipt of loan funds at this location.

Print Name (*must be corporate officer*)

Title

Signature

Date

Provide notification to the Office of Financial Regulation of any changes to the office address or status.

For questions about this application, please contact Stephen J. Clampett, Assistant Commissioner by phone at (410) 230-6104 or by email at stephen.clampett1@maryland.gov.

The Office of Financial Regulation, a division of the Maryland Department of Labor, is Maryland's consumer financial protection agency and financial services regulator. For more information, please visit our website at www.labor.maryland.gov/finance.

