



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



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

At least 30 days before its permit expires, a completed application for each non-branch representative office to be renewed 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](mailto: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 application form must include the following:

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 Md Code Ann., Fin. Inst. (“FI”) [FI § 12-201](#) et seq.

Exemption: A foreign banking corporation that maintains another license issued by the Commissioner is exempt from obtaining a permit. Refer to [FI § 12-207](#).

**Pursuant to the requirements of [FI § 12-210](#) this application is hereby made by the following financial institution to renew the permit for its representative office located in Maryland:**

Name of Foreign Bank: \_\_\_\_\_

Address of Principal Office: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Name of Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_

