



STATE OF WASHINGTON

**DEPARTMENT OF FINANCIAL INSTITUTIONS
DIVISION OF CONSUMER SERVICES**

P.O. Box 41200 ● Olympia, Washington 98504-1200
Telephone (360) 902-8703 ● TDD (360) 664-8126 ● FAX (360) 664-2258 ● <http://www.dfi.wa.gov>

April 30, 2008

TO: Money Transmitter and Currency Exchanger Licensees

RE: 2007 Annual Assessment and Report due July 1, 2008

Dear Licensee:

Enclosed is a blank copy of the 2007 Annual Assessment and Report (AAR) for Licensees of the Uniform Money Services Act. The Report, supporting documents, and assessment fees must be received at the Department of Financial Institutions (DFI) by 5:00 p.m. (Pacific Standard Time) July 1, 2008.

What if I did not do any business in Washington during the 2007 calendar year?

Even if you did no business in Washington during 2007, you must file the report with DFI by July 1, 2008.

What happens if my company files after the July 1, 2008, deadline?

If you file after the deadline, DFI will suspend your license and assess a late fee equal to 25 percent of your assessment fee.

What constitutes a complete filing?

A complete filing includes the following items:

1. Annual Assessment Report
2. Annual Assessment Fees check made payable to the "Washington State Treasurer," for entire amount due
3. List of Authorized Delegates (AD) in Washington as of March 31, 2008, and a separate list of ADs active any time during 2007 (Excel file preferred)
4. Amendment Application to report material changes, if any
5. Anti-money laundering program
6. Year-end financial statements prepared in accordance with Generally Accepted Accounting Principles (GAAP). Financial statements for money transmitter licensees **MUST** be audited
7. Money Transmitters **ONLY**: Copy of current surety bond rider or certificate of deposit assigned to DFI, and permissible investments list
8. Annual Assessment Report Affidavit

Where do I send the packet?

Send the complete packet to either of these addresses:

Via: US Postal Service	Via: Other Couriers (UPS, FedEx, etc)
Department of Financial Institutions Attn: Consumer Services Exam Unit PO Box 41200 Olympia, WA 98504-1200	Department of Financial Institutions Attn: Consumer Services Exam Unit 150 Israel Rd SW Tumwater, WA 98501

What if I am not the proper person to complete this request?

Immediately forward it to the person in your company responsible for reporting. Licensees are responsible for keeping DFI informed of changes to the contact person for your company. If the contact information has changed, notify DFI in writing immediately.

How should I transmit sensitive electronic data?

You must encrypt all sensitive electronic data submitted to DFI. If your encrypted files are “self-extracting,” please follow your own data encryption procedures. Otherwise, visit http://dfi.wa.gov/industry/data_secure.htm for information on “keeping data secure” and sample encryption procedures.

Thank you for responding promptly. If you have questions or need assistance, please contact:

Pedro Bongat Jr.
Financial Examiner Supervisor
Phone: 360-250-0122
Email: pbongat@dfi.wa.gov

Enclosure: Blank AAR

STATUTES AND RULES RELIED UPON: Chapter 19.230 RCW and Chapter 208-690 WAC.



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**WASHINGTON STATE MONEY TRANSMITTERS and CURRENCY EXCHANGERS
 2007 ANNUAL ASSESSMENT REPORT (AAR), Page 1**

Name of company as licensed in Washington: _____

Main Office Address: _____

WA License Number: _____

Due Date: July 1, 2008

Note: A penalty of 25 percent (25%) of the annual assessment fee will be assessed if the complete AAR filing is received in our office after due date.

Type of Activity Conducted:

Money Transmitter

Currency Exchanger (Only)

1. 2007 Money Transmitter and Currency Exchanger Activity

(Answer every question or write "N/A" if Not Applicable)

a	Total dollar volume transmitted from Washington State (WA) during 2007	\$
b	Total money transmission fees collected in WA during 2007	\$
c	Total dollar volume of currency exchanges in WA during 2007	\$
d	Total currency exchange fees collected in WA during 2007	\$

2. Annual Assessment Fee Calculation

Table for Calculating Base License Renewal Fee

Initial License Date	Base Fee	Initial License Date	Base Fee	Initial License Date	Base Fee	Initial License Date	Base Fee
July 2007 or before	\$ 500	October 2007	\$ 374	January 2008	\$ 248	April 2008	\$ 122
August 2007	\$ 458	November 2007	\$ 332	February 2008	\$ 206	May 2008	\$ 80
September 2007	\$ 416	December 2007	\$ 290	March 2008	\$ 164	June 2008	\$ 38

a	Base License Renewal Fee (use table above for determining amount)	\$
b	Authorized delegates active any time during 2007	#
c	Multiply line 2b by \$50.00	\$
d	Annual Assessment Fee (maximum = \$15,000): <i>Add lines 2a and 2c, enter the result here, and pay this amount or \$15,000, whichever is lesser. Make checks payable to the "Washington State Treasurer"</i>	\$

**WASHINGTON STATE MONEY TRANSMITTERS and CURRENCY EXCHANGERS
2007 ANNUAL ASSESSMENT REPORT (AAR), Page 2**

Name of company as licensed in Washington: _____ WA License Number: _____

3. List of Authorized Delegates (AD) as of March 31, 2008, and a separate list of ADs active any time during 2007

Submit a list of authorized delegates, which includes the authorized delegate name, physical address, contact name, and phone number. Number each entry in the list and sort alphabetically by authorized delegate name. Authorized delegates include all outlets and licensee-owned branches.

Note:
To add authorized delegates, use the form *Add an Authorized Delegate Application*.
To delete an authorized delegate or edit authorized delegate information, use the *Quarterly Report Form*.
These forms are available at <http://www.dfi.wa.gov/cs/money-services-providers.htm> for your convenience.
Please submit the required forms and applicable fees along with this annual report.

- I have no authorized delegates
 I have included a list of AD dated as of March 31, 2008 (MS Excel file preferred)
 I have included a list of AD active any time during 2007 (MS Excel file preferred)

4. Material Changes

Inform DFI of material changes to licensee information in a timely manner. Such changes include, but are not limited to: changes in the licensee name or DBA (doing business as), ownership, physical and mailing address, records location, phone and fax numbers, responsible individual and registered agents; obtaining, revocation or surrender of a money services license in any other jurisdiction; conviction of the licensee, an executive officer, responsible individual, board director, principal, or person in control of a misdemeanor or gross misdemeanor involving a financial transaction; and other similar activities or events.

For any material changes previously unreported, please submit an *Amendment Application* and the applicable fees along with this annual report. This form is available at <http://www.dfi.wa.gov/cs/money-services-providers.htm> for your convenience.

- No material changes to report
 I have enclosed an *Amendment Application* and the applicable fees

5. Financial Crimes Enforcement Network (FinCEN) Registration or Renewal

Has the licensee registered as a money services business with FinCEN?

No Yes Date of initial registration: (mm/dd/yyyy) _____

If you answered "No" to the above question, register now and submit copies of the registration documents with this report, or provide a written response on why licensee is not required to register.

I have renewed (will renew) my registration. Date of last renewal (mm/dd/yyyy) _____

6. Anti-Money Laundering Program

Has the licensee submitted a current version of its *anti-money laundering program* to DFI?

No Yes

If no, submit a current copy of your *anti-money laundering program* with this annual report.

7. Financial Statements

Submit financial statements as of December 31, 2007 (or most recent fiscal year-end). Audited financial statements must be prepared in accordance with Generally Accepted Accounting Principles (GAAP). Include all notes to financial statements and any other supporting documents. Place a check mark in the applicable box below.

- Money transmitter – enclosed 2007 audited financial statements as of (mm/dd/yyyy) _____
 Currency exchanger – enclosed 2007 unaudited financial statements as of (mm/dd/yyyy) _____

**WASHINGTON STATE MONEY TRANSMITTERS and CURRENCY EXCHANGERS
2007 ANNUAL ASSESSMENT REPORT (AAR), Page 3**

Name of company as licensed in Washington: _____ WA License Number: _____

FOR MONEY TRANSMITTER LICENSEES ONLY:

<p>8. Net Worth</p> <p>Place a check mark in the box that describes the licensee's required net worth:</p> <p><input type="checkbox"/> \$10,000, if the licensee has not previously engaged in money transmission in WA</p> <p><input type="checkbox"/> \$10,000, if the licensee transmitted less than \$1 million in WA during 2007</p> <p><input type="checkbox"/> \$20,000, if the licensee transmitted at least \$1 million but less than \$2 million in WA during 2007</p> <p><input type="checkbox"/> \$30,000, if the licensee transmitted at least \$2 million but less than \$3 million in WA during 2007</p> <p><input type="checkbox"/> \$40,000, if the licensee transmitted at least \$3 million but less than \$4 million in WA during 2007</p> <p><input type="checkbox"/> \$50,000, if the licensee transmitted \$4 million or more in WA during 2007</p> <p>By checking above, the licensee certifies that the enclosed audited balance sheet demonstrates adequate net worth.</p>
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9. Surety Bond or Surety Instrument Alternative (Certificate of Deposit)			
The required surety amount is based on actual 2007 Transmission Volume and number of authorized delegates as of March 31, 2008. The maximum surety amount is \$550,000.			
2007 Transmission Volume	Base Surety Amount	+ Number of Authorized Delegates x \$10,000	= Total Required Surety
Less than \$1 million	\$10,000	_____ x \$10,000	\$ _____
\$1 million up to \$2 million	\$20,000	_____ x \$10,000	\$ _____
\$2 million up to \$3 million	\$30,000	_____ x \$10,000	\$ _____
\$3 million up to \$4 million	\$40,000	_____ x \$10,000	\$ _____
\$4 million or more	\$50,000	_____ x \$10,000	\$ _____

Place a check mark in the box that describes the type of surety instrument used:	
<p>Surety Bond</p> <p><input type="checkbox"/> Existing surety bond amount is adequate</p> <p><input type="checkbox"/> Rider increasing the surety bond amount is enclosed</p>	<p>Certificate of Deposit(s) assigned to DFI</p> <p><input type="checkbox"/> Existing certificate of deposit amount is adequate.</p> <p><input type="checkbox"/> Documentation increasing the certificate of deposit amount is enclosed</p>
<p>By checking above, the licensee certifies that the bond is in force at all times and accurate, including:</p> <ul style="list-style-type: none"> • Correct amount. • Correct address information. • Correct licensee name and DBA information. • Surety bond is issued by a company authorized to do surety business in Washington State 	<p>By checking above, the licensee certifies that the deposit is in force at all times and accurate, including:</p> <ul style="list-style-type: none"> • Correct amount. • Correct address information. • Correct licensee name and DBA information • Certificate of deposit is issued by an insured financial institution located in Washington State

<p>10. Permissible Investments</p> <p>Enclose a list of permissible investments and the percentage held for each type of investment.</p>

WASHINGTON STATE MONEY TRANSMITTERS and CURRENCY EXCHANGERS
2007 ANNUAL ASSESSMENT REPORT AFFIDAVIT

AFFIDAVIT OF PREPARER:

I hereby certify under penalty of perjury that I have examined the information contained in this Annual Assessment Report (AAR), and attached supporting documents (including any accompanying schedules and statements – if any), and the reported information is correct and complete in accordance with the law, and further acknowledge that there are no misrepresentations or omissions of material facts.

Prepared By: _____
Signature *Date*

Typed or printed name of preparer *Title*

Phone: _____ Ext: _____ Fax: _____ E-mail: _____

AFFIDAVIT OF COMPANY OFFICIAL:

I, _____ the undersigned being the _____
Type or Print Name of Company Official *Title of Company Official*
of _____, a Washington licensed Money Transmitter / Currency Exchanger,
Print Company Name as Licensed
hereby certify under penalty of perjury that I have examined the information contained in this Annual Assessment Report (AAR), and attached supporting documents (including any accompanying schedules and statements – if any), and the reported information is correct and complete in accordance with the law, and further acknowledge that there are no misrepresentations or omissions of material facts.

Signature of Company Official

NOTARY:

Signed and sworn before me this _____ day of _____ 20_____ and

I hereby certify that I am not an officer or director of this company. _____

Signature of Notary Public

Notary Public in and for the:

Notary seal here

State of _____

County of _____

My appointment expires: _____