



Department of the Treasury Financial Crimes Enforcement Network

Notice to Registered Money Services Businesses

Registration Renewal deadline for certain Money Services Businesses is December 31, 2012

Entities defined as Money Services Businesses (MSBs)¹ generally are required to be registered with the Financial Crimes Enforcement Network (FinCEN) by submitting a Registration of Money Services Business (RMSB) form.² Entities must submit an initial RMSB when they begin engaging in MSB activities, and entities continuing to engage in MSB activities must renew their registration every two (2) years. Please note that, as of July 1, 2012, FinCEN mandated electronic filing of all FinCEN reports.³ Accordingly, MSBs must now submit the RMSB (for initial registration or renewal) electronically through the [BSA E-Filing System](#).⁴

Entities that registered for the first time on any date in 2011, and will continue to operate as an MSB, must renew their registration with FinCEN by **December 31, 2012**.

Entities that renewed their registration in 2010, and will continue to operate as an MSB, must renew their registration again by **December 31, 2012**.

To renew your MSB registration, please follow these three (3) steps:

1. Establish an E-Filing account if you do not already have an account. To establish an E-Filing account, please visit the BSA E-Filing System by clicking [here](#).
2. Fully complete and submit an RMSB through the BSA E-Filing System. Note that, in March 2012, the new FinCEN RMSB was released; this latest version was designed to be easy to follow and contains item-by-item instructions. After March 31, 2013, the FinCEN RMSB will be the only available version of the form.

When submitting the RMSB, please check item 1b of the form to indicate registration renewal. Additionally, you will need to provide your previous registration number/BSA ID; your previous registration number/BSA ID may be viewed on FinCEN's [MSB Registrant Search Web page](#).

¹ 31 CFR § 1010.100(ff).

² 31 CFR § 1022.380(b)(2), see also http://fincen.gov/financial_institutions/msb/msb.registration.html.

³ http://fincen.gov/news_room/nr/html/20120223.html.

⁴ http://www.fincen.gov/news_room/nr/html/20110914.html.

3. Visit FinCEN's [MSB Registrant Search Web page](#) to view your MSB registration information. FinCEN no longer provides Acknowledgement Letters, but the information may be accessed on the [MSB Registrant Search Web page](#).⁵ MSBs will be added to the MSB Registrant Search Web page approximately two (2) weeks after electronically filing their RMSB. To visit the MSB Registrant Search Web page, click [here](#).

For additional information you may contact FinCEN's Regulatory Helpline, (800) 949-2732 (Monday through Friday, 8:00 a.m. - 6:00 p.m., E.T.).

⁵ http://www.fincen.gov/news_room/nr/html/20111216.html.