

Registering as a New Online User

If you are a first-time user, you will need to register for a new account. Please click on the register link.

The screenshot shows the login page of the Georgia Department of Banking and Finance Portal. At the top, there is a navigation bar with the state seal and the text "Georgia Department of Banking and Finance Portal". Below this, a message box states: "If you are a first time user, you will need to register for a new account. You will need to click on the register link below." A red arrow points from this message to the "Register" link in the "Don't have an account?" section. The login form includes fields for "Username" and "Password", a "SIGN ON" button, and links for "Forgot Password" and "Forgot Username". A "SECURITY NOTICE" section follows, stating that the system is restricted and monitored. Below this is a "Read Below for Further Registration Assistance" section with sub-headings for "Registered Users" and "Public".

By signing on to this system you are agreeing to the site's security policy.

Username

Password

SIGN ON

Don't have an account? [Register](#)

[Forgot Password](#)

[Forgot Username](#)

SECURITY NOTICE: Use of this system is restricted and monitored.

The Georgia Department of Banking and Finance Portal is a government computer system intended exclusively for official and other authorized use only. Unauthorized access or use of this system is strictly prohibited and may subject violators to administrative action, civil penalties, and/or criminal prosecution pursuant to O.C.G.A. § 16-9-90 et seq. or other applicable state or federal law. All information created, transmitted, or stored on this system may be monitored, intercepted, recorded, read, copied, captured, and/or disclosed by and to authorized personnel for official purposes. You have no expectation of privacy regarding monitoring of your use of this system. Any authorized or unauthorized use of this system indicates consent to the above terms.

Read Below for Further Registration Assistance

Registered Users

The registered user portion of this online portal is intended for submission of certain information by authorized representatives of financial institutions, including depository institutions and related entities regulated by the Department and all entities required to submit Georgia Residential Mortgage Act per loan fees pursuant to O.C.G.A. § 7-1-1011. Authorized representatives may register for access via the "Register" link on this screen and, where applicable, may receive further communication from the Department to complete the registration process.

Public

If you are a member of the general public, you do not need to register for a user account. This site allows you to search for a bank, credit union, or bank

Once you click on register, you will be asked to provide the following required information:

First Name

Last Name

Username – This is a username that you will create.

Email Address

Confirm Email Address

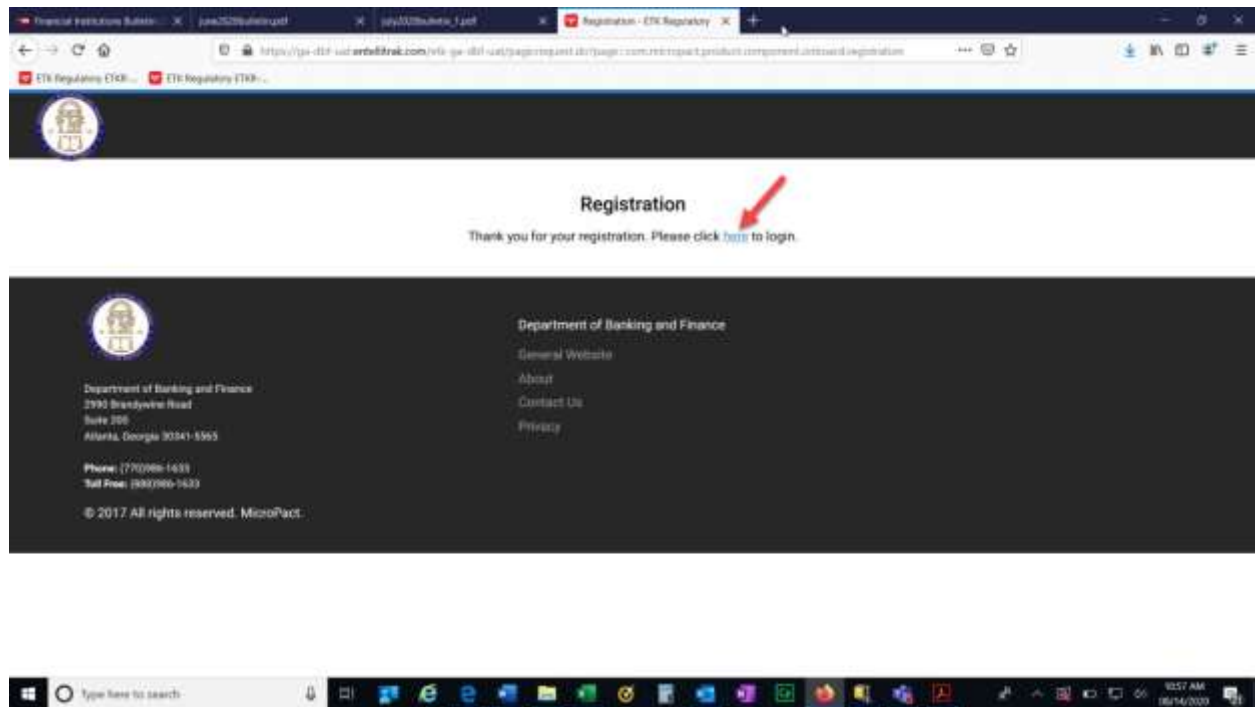
Once you have provided the above information, you will need to click register.

The screenshot shows a web browser window with the URL <https://ga-dbi-wat.ardultrak.com/via-ga-dbi-wat/page/request-dbi/?page=contrequest-product/component/entcard-registration>. The page title is "ETK Regulatory CTR...". The form is titled "Account Registration" and contains the following fields:

- TITLE
- FIRST NAME
- LAST NAME
- MIDDLE NAME
- SUFFIX
- ACCOUNT INFORMATION
- USERNAME
- EMAIL ADDRESS
- CONFIRM EMAIL ADDRESS

Each field has a red asterisk indicating it is required. The "REGISTER" button is highlighted with a red arrow, and the "CANCEL" button is also visible. The Windows taskbar at the bottom shows the time as 10:50 AM on 10/14/2019.

After clicking register, you should receive a confirmation screen that will allow you to return to login. You will need to check your email for the temporary password that will be sent to you in order to login to the system.



Once you click the link to login, you will need to provide your username and temporary password. Then click Sign On.

Financial Institutions Subst... x jmk/529subst... x jmk/529subst... x CTR Regulatory ETR... x

https://ga.dbf-ws-arabidrak.com/vis-ga/dbf-ws/loginrequest.do

CTR Regulatory ETR... CTR Regulatory ETR...

By signing on to this system you are agreeing to the site's security policy.

Username

Password

SIGN ON

Don't have an account? [Register](#)

[Forgot Password](#)

[Forgot Username](#)

Georgia Department of Banking and Finance Portal

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Read Below for Further Registration Assistance

Registered Users

The registered user portion of this online portal is intended for submission of certain information by authorized representatives of financial institutions, including depository institutions and related entities regulated by the Department and all entities required to submit Georgia Residential Mortgage Act per loan fees pursuant to O.C.G.A. § 7-1-1011. Authorized representatives may register for access via the "Register" link on this screen and, where applicable, may receive further communication from the Department to complete the registration process.

Public

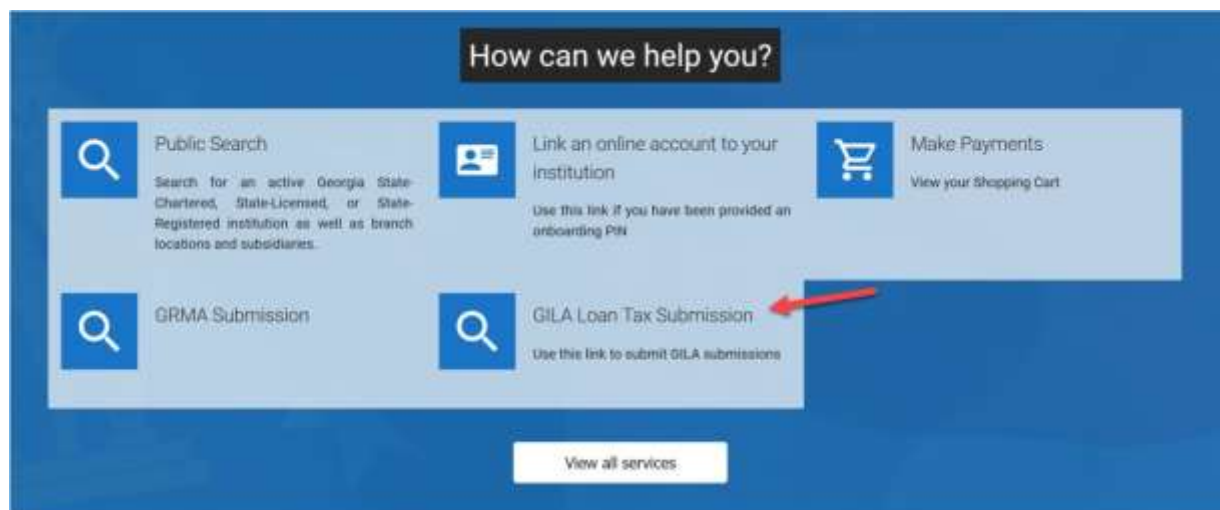
If you are a member of the general public, you do not need to register for a user account. This site allows you to search for a bank, credit union, or bank

Type here to search

11:00 AM 8/14/2019

Paying Your GILA Submission

Next you will need to provide your GILA submission. You will scroll down until you see the applications and other requests section. Click on View transactions.



You will need to enter your NMLS number and click search.

A screenshot of a search form on a website. The form has a light gray background. At the top, it says 'Search for an Installment Lender using the NMLS Number'. Below this is a text input field with the placeholder text 'NMLS'. To the left of the input field are two blue buttons: 'CLEAR' and 'SEARCH'. To the right of the input field is a blue button that says 'RETURN TO HOME PAGE'.

You should see the entity that corresponds to the NMLS number that you submitted. Click select and submit for the approved selection.

Search for an Installment Lender using the NMLS Number

NMLS

123456


CLEAR SEARCH RETURN TO HOME PAGE

Search Results. Found 1 items.

ABC Company
Credential Number: ILL-
Entity Type: NMLS Company
SELECT AND SUBMIT

Credential Status: Transition
Credential Type: Installment Lender License

You will need to review the instructions on the screen and then click next.

 **TRAN-0130321**
GILA Loan Taxes Due Report
Credential Type: Installment Lender License

Department: Georgia Department of Banking and Finance Division: NDFI Board: NDFI Status: Draft Total Fee: \$0.00

Instructions

GILA Reporting Period

Instructions


On the following screen please enter the following required information:

Gross Loan Amount
Select the appropriate semi-annual reporting period and enter the gross loan amount.

Contact Details
Provide Contact Information for the Person to whom questions about this report may be directed.

Next

The items highlighted are required. All other information is optional. Then click Next.



TRAN-0130321
GILA Loan Taxes Due Report
Credential Type: Installment Lender License

Department: Georgia Department of Banking and Finance Division: NDPI Board: NDPI Status: Draft Total Fee: \$0.00

Instructions

GILA Reporting Period

GILA Reporting Period

- * Please do not enter negative amount or characters for 'Gross Loan Amount' or 'Number of Installment Loans'.

Reporting Period *

Number of Installment Loans made during the Reporting Period (Do not enter 0 or a negative number) *

Gross Loan Amount (Please do not enter a negative amount) *

Company Name *

Contact Full Name *

Contact Title

Contact Phone Number *

Contact Email Address *

Previous

Next

Please review the following statement. When you submit the information to us, you are attesting that it is true and correct to the best of your knowledge. You will not be able to move forward if you click no. You will need to contact the Department directly. Once you select yes, then click next to proceed.



TRAN-0130321
GILA Loan Taxes Due Report
Credential Type: Installment Lender License

Department: Georgia Department of Banking and Finance Division: NDFI Board: NDFI Status: Draft Total Fee: \$0.00

Instructions
GILA Reporting Period
Licensee Attestation

Licensee Attestation

You must affirm prior to completing the transaction. If you do not wish to affirm, please exit the system.

The information contained in this per loan fees due report is provided in order to comply with the requirements of O.C.G.A. §§ 7-3-16 and Department Rule 80-5-1-.07, which mandate the levy, collection, and remittance to the Department of Banking and Finance of the per loan fee on loans made by Installment Lenders.

I swear and affirm that the information herein is true and correct to the best of my knowledge and belief. *

☐ Yes ☐ No

Previous

Next

Once you click next, you will have an opportunity to review the information that you inputted prior to submitting your GILA Submission and paying. Once you click add to cart, you will not be able to make any changes to the transaction.

Department: Georgia Department of Banking and Finance

Division: NDFI

Report: NDFI

Status: Draft

Total Fee: \$1,250.00

Instructions

GILA Reporting Period

Licensee Attestation

Review

Instructions

On the following screen please enter the following required information:
[Gross Loan Amount](#)
Select the appropriate semi-annual reporting period and enter the gross loan amount.
[Contact Details](#)
Provide Contact Information for the Person to whom questions about this report may be directed.

GILA Reporting Period

Reporting Period *

07/01/2022 - 12/31/2022

Number of Installment Loans made during the Reporting Period(Do not enter 0 or a negative number) *

1050

Gross Loan Amount (Please do not enter a negative amount) *

1000000

Company Name *

ABC

Contact Full Name *

John Doe

Contact Title

Contact Phone Number *

(555) 555-5555

Contact Email Address *

email@domain.com

Licensee Attestation

You must affirm prior to completing the transaction. If you do not wish to affirm, please exit the system.
The information contained in this per loan fees due report is provided in order to comply with the requirements of O.C.G.A. §§ 7-3-16 and Department Rule 50-5-1-.07, which mandate the levy, collection, and remittance to the Department of Banking and Finance of the per loan fee on loans made by Installment Lenders.
I swear and affirm that the information herein is true and correct to the best of my knowledge and belief. *

Yes

Fees

Description *	Fee Amount
GILA Per Loan Fee	\$1,250.00
GILA Per Loan Late Penalty Fee	\$0.00

1

Actions

Add To Cart

Once you click Add to Cart, you will receive a thank you message at the bottom of the page
Please click on the here link to submit your payment.

Department: Georgia Department of Banking and Finance

Division: NDFI

Board: NDFI

Status: In Shopping Cart

Total Fee: \$1,250.00

Review

Instructions

On the following screen please enter the following required information:

Gross Loan Amount

Select the appropriate semi-annual reporting period and enter the gross loan amount.

Contact Details

Provide Contact Information for the Person to whom questions about this report may be directed.

GILA Reporting Period

Reporting Period

07/01/2022 - 12/31/2022

Number of Installment Loans made during the Reporting Period(Do not enter 0 or a negative number)

1000

Gross Loan Amount (Please do not enter a negative amount)

1000000

Company Name

ABC

Contact Full Name

John Doe

Contact Title

Contact Phone Number

(555) 555-5555

Contact Email Address

email@domain.com

Licensee Attestation

You must affirm prior to completing the transaction. If you do not wish to affirm, please exit the system.

The information contained in this per loan fees due report is provided in order to comply with the requirements of O.C.G.A. §§ 7-3-16 and Department Rule 50-5-1-.07, which mandate the levy, collection, and remittance to the Department of Banking and Finance of the per loan fee on loans made by Installment Lenders.

I swear and affirm that the information herein is true and correct to the best of my knowledge and belief.

Yes

Fees

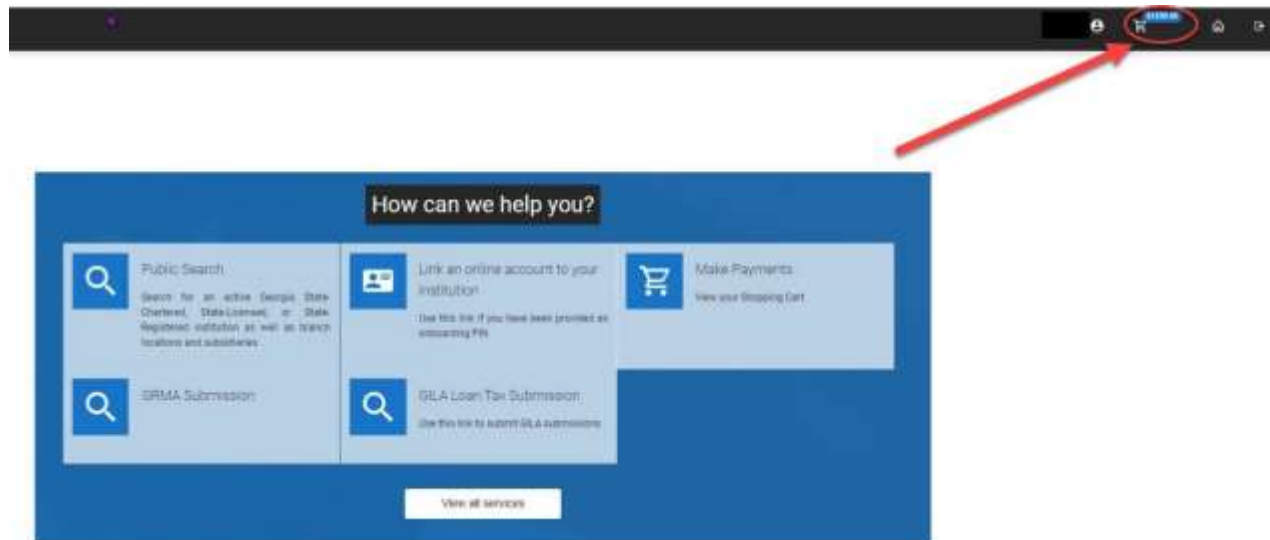
Description	Fee Amount
GILA Per Loan Fee	\$1,250.00
GILA Per Loan Late Penalty Fee	\$0.00

1

Actions

Thank you. Your Transaction has been added to shopping cart.Please click [here](#) to return to the home page.

Click on the shopping cart at the top of the page.



This screen will show you the amount that you owe. Click Submit Cart.

Shopping Cart

Here is a list of the items in your cart.

Transaction Number	Transaction	Fee Description	Amount Paid	Amount Due
TRAN-0110321	GILA Loan Taxes Due Report	GILA Per Loan Fee	\$0.00	\$1250.00
Total			\$0.00	\$1250.00

[Submit Cart](#)

The next screen will take you to our payment site. You can choose to pay by check or credit card.

The screenshot shows a web interface for the Department of Banking and Finance. The main heading is "Payment Method". Below this, there is a section titled "Choose method of payment" with a note "* Indicates required field". This section contains two radio button options: "Pay by electronic check" and "Pay by credit card". The "Pay by credit card" option is selected. Below the radio buttons, there is a dropdown menu for "Account Type" with "Personal" selected. At the bottom of the form, there are three buttons: "Back", "Next", and "Exit". The top right corner of the page displays "Department of Banking and Finance".

Please complete the required fields for a credit card payment. These fields are highlighted below. Then click Next.

The screenshot shows a web form for a credit card payment. The form is divided into three main sections: Billing Address, Payment Details, and Payment Method. Required fields are highlighted in yellow. The form includes a checkbox for 'Use Business Name', a dropdown for 'State' (set to Georgia), and a 'Next' button at the bottom right.

Billing Address

☐ Use Business Name

*First Name: [highlighted]
M.I.: [highlighted]
*Last Name: [highlighted]
*Street Line 1: [highlighted]
Street Line 2: [highlighted]
City: Atlanta
State: Georgia
*Zip: [highlighted]
Phone: [highlighted]
E-Mail: [highlighted]

Payment Details

*Payment Amount: 1500.00 USD

Payment Method

*Name on Card: [highlighted]
*Card Number: [highlighted]
*Expiration Date: * Month: [highlighted] * Year: [highlighted]
*Card Verification Value (CVV2): [highlighted]

Please complete the required fields for a check payment. These fields are highlighted below. Then click Next.

The screenshot shows a web form for a check payment. The form is divided into three main sections: Billing Address, Payment Details, and Payment Method. Required fields are highlighted in yellow. The form includes a checkbox for 'Use Business Name', a dropdown for 'State' (set to Select State), and 'Back', 'Next', and 'Edit' buttons at the bottom right.

Billing Address

☐ Use Business Name

*First Name: [highlighted]
M.I.: [highlighted]
*Last Name: [highlighted]
Street Line 1: [highlighted]
Street Line 2: [highlighted]
City: [highlighted]
State: Select State
Zip: [highlighted]
Phone: [highlighted]
E-Mail: [highlighted]

Payment Details

*Payment Amount: 1250.00 USD

Your account will be debited in 1 to 3 days from the date identified. If your payment date falls on a non-banking day your payment will be executed on the next available banking day. Current date payments received after 5:00 PM ET will be executed on the next valid banking day.

Payment Method

*Name On Account: [highlighted]
*Account Number: [highlighted] [What's This?](#)
*Re-Type Account Number: [highlighted]
*Routing Number: [highlighted] [What's This?](#)
*Account Type: ☒ Checking ☐ Savings

The next screen will be a confirmation of the information that you just entered along with the amount that you are paying. Click Pay now.

Payment Review

You will be redirected to the payment confirmation screen after you click pay now. It is important that you do not click exit or close the browser.

Address
Billing Address: ABC

Payment Method
Business Check Checking 4567 987654321

Payment Amount
Amount: \$250.00 USD
Total: \$250.00 USD

I, being 12/15/2022, by entering the Company's routing and account number above and clicking "Pay Now," as an authorized Company representative, I authorize the payment in the amount indicated above to be processed as an electronic funds transfer (EFT) or draft drawn from the Company's checking or savings account as indicated above and, if necessary, electronic credit to the Company's account for certain erroneous debit(s). I understand that the processing of the payment will be completed within 1-3 banking days. If the payment returns unpaid, I authorize you or your service provider to collect the payment and the state return from fee and, if applicable, costs, based on the Company's instructions I have provided above by EFT(s) or draft(s) drawn from the Company's account. I understand that this authorization will remain in full force and effect until I notify you that I wish to revoke it and allow you reasonable opportunity to act on my notice.

I accept these terms, acknowledge these disclosures and authorize this payment on behalf of Company and further agree, on Company's behalf, that Company shall be bound by the NACHA rules in effect, both now and as amended from time to time. PLEASE PRINT A COPY OF THIS PAGE FOR YOUR RECORDS.

Back Pay Now Exit

Please do not click the EXIT button or close the browser. You will be redirected to the payment successful screen automatically after selecting the PAY NOW button. Please allow time for the transaction to complete processing. If you do not see the payment confirmation screen the payment is still processing.

Once your payment processed, you will receive a payment successful screen. You have now completed the online payment for the GILA per loan fee. You may log out of the system.

Payment Successful

Your payment has been received. Click [here](#) to return to your home screen.

Transaction Number	Transaction	Fee Description	Amount Paid
TRAN-0116921	GILA Loan Taxes Due Report	GILA Per Loan Fee	\$1250.00
Total			\$1250.00