

TO	Regulators and Exchanges
FROM	FINRA - Registration Support and Operations
SUBJECT	2022 Annual Renewal Program
DATE	September 20, 2021

**2022 RENEWAL CALENDAR AND PUBLICATIONS AVAILABLE**

- 2022 Renewal Calendar
- [FINRA Notices](#) (October 2021 and January 2022)
- CRD and IARD Broadcast Message (beginning September 2021)

**KEY DATES FOR REGULATORS**

Activity	Date
<b>Jurisdiction Renewal Fees and Settings</b> response due	October 25, 2021
<ul style="list-style-type: none"> <li>• <b>Post-Dated Forms U5 and BR Closing/Withdrawal</b> filings begin</li> <li>• <b>Post-Dated Forms BDW and ADVW</b> filings begin</li> </ul>	October 18, 2021 November 1, 2021
<b>CRD &amp; IARD unavailable</b> - Preliminary Statements are generating Note: Post-Dated filings submitted after November 5 will not be reflected on the 2022 Preliminary Renewal Statements	November 6, 2021
<ul style="list-style-type: none"> <li>• <b>Preliminary Statements viewable</b> by firms via E-Bill</li> </ul>	November 8, 2021
<b>DEADLINE</b> for firms 2022 Renewal Preliminary Statement payments <ul style="list-style-type: none"> <li>• Daily sweeps begin</li> </ul>	December 13, 2021
<ul style="list-style-type: none"> <li>• <b>Last Day to submit form filings</b> prior to year-end</li> <li>• <b>CRD and IARD are available</b> from 5 a.m. until 6 p.m. Eastern Time (ET)</li> </ul>	December 26, 2021
<b>CRD &amp; IARD Year-End Processing</b> <ul style="list-style-type: none"> <li>• <b>CRD/IARD unavailable</b> - 2022 Final Renewals processing</li> <li>• <b>CRD/IARD available</b> as <b>Query Only</b> and creation of "Pending" form filings</li> <li>• <b>CRD &amp; IARD Automatic Failure to Renew processing</b> terminates firms effective December 31 for failure to pay renewal fees</li> </ul>	December 27, 2021 December 28 - 31, 2021 December 31, 2021
<b>Regulator Renewal Payment</b> will be remitted by	December 31, 2021
<b>CRD/IARD unavailable</b>	January 1, 2022
<ul style="list-style-type: none"> <li>• <b>CRD/IARD available</b> – full functionality resumes at 10 a.m. ET</li> <li>• <b>Final Statements viewable</b></li> <li>• <b>Daily sweeps</b> begin</li> </ul>	January 2, 2022 January 2, 2022 January 28, 2022
<b>Renewal Reports</b>	
<ul style="list-style-type: none"> <li>• Renewals - Firms Requesting Terminations Report</li> </ul>	Available now
<ul style="list-style-type: none"> <li>• Renewals - No Payment – Underpaid IARD-Only Firms Report</li> </ul>	November 8, 2021
<ul style="list-style-type: none"> <li>• Renewals - Regulator Renewal Summary Report</li> </ul>	December 28, 2021
<ul style="list-style-type: none"> <li>• Renewals - Regulator Renewal Report</li> </ul>	December 28, 2021
<ul style="list-style-type: none"> <li>• Individual - Active Military Duty Report</li> </ul>	January 2, 2022

This year's [Annual Renewal](#) Program will begin on **November 8, 2021**, when Preliminary Statements become available to Broker-Dealer (BD) and Investment Adviser (IA) firms through E-Bill. Joint BD/IA firms will have a combined statement.

#### **JURISDICTION RENEWAL FEES AND SETTINGS**

Designated contact(s) will receive a listing of their specific renewal settings and fees in October. A response is requested by October 25 to allow FINRA enough time to make any changes prior to the Preliminary Renewal Extract.

#### **POST-DATED FORMS**

Post-Dated processing allows firms to file termination Forms U5, BDW, ADV-W or BR effective December 31, 2021. Firms are not assessed renewal fees on the Preliminary Statements for registrations included on a post-dated filing submitted by November 5, 2021, 11 p.m. Eastern Time (ET). Subsequently, firms are not assessed renewal fees on their Final Statements for any registrations included on a post-dated filing submitted by December 26, 2021, 6:00 p.m. ET.

**Note:** Notices that appear in the BDW or ADV-W Queues that indicate a ceased date of December 31, 2021, **should be SAVED and not processed until January 2, 2022**. A firm's registration will remain in an "Approved" status until the post-dated filings process during the system shutdown. Once that process is complete, the firm's status will change to Termination Requested.

#### **CRD & IARD AUTOMATIC FAILURE TO RENEW PROGRAM**

For jurisdictions that participate in the "Automatic Failure to Renew" (FTR) program, CRD and IARD automatically terminate a firm effective December 31, 2021, for failure to pay renewal fees. Jurisdictions can participate in the FTR program for either BD and/or IA firms.

**Note:** All agent, investment adviser representative and branch registrations will systematically terminate if a firm fails to pay its renewal fees, regardless of jurisdiction participation.

#### **JURISDICTION RENEWAL PAYMENTS**

FINRA will remit renewal payment to each jurisdiction by December 31, 2021. The "Renewals - Regulator Renewal Summary Report" details this payment. There will be no corresponding Disbursement Detail Report (DDR).

#### **FIRMS THAT FAIL TO RENEW**

FINRA will advise firms that FTR to contact each jurisdiction directly for reinstatement instructions.

#### **MASS TRANSFER MORATORIUM**

December 1, 2021, is the last day firms will be able to request a mass transfer to occur in 2021. Full mass transfer functionality will resume on January 3. A mass transfer is a system process to transfer individuals and branch offices from one firm to another firm as result of a merger, acquisition, succession, or consolidation. There will be a moratorium on processing mass transfers from December 23, 2021 – January 2, 2022.

## RENEWAL REPORTS AVAILABLE TO JURISDICTIONS

- **Renewals - Firms Requesting Terminations Report**  
This report includes all BD and IA firms with a status of Termination Requested, Pending Withdrawal, or Notice Filed-Removal Requested at End of Year.
  - **Note:** This report does not include firms that have submitted a post-dated BDW and ADV-W termination filing.
- **Renewals - No Payment – Underpaid IARD-Only Firms Report**  
This report includes firms that have not remitted full payment. It will show partial payments. The report is dynamic; once full payment has posted, the firm will no longer appear on the report. The download version provides firm contact information, including the email address.
- **Renewals - Regulator Renewal Summary Report**  
Lists renewal fees for a regulator summarized by firm.
- **Renewals - Regulator Renewal Report**  
Lists the firms, branches and individuals that either renewed or FTR.
- **Individual - Active Military Duty Report**  
Lists the individuals who are currently on active military duty. To authorize refunds, request the report and forward it to [reg.support@finra.org](mailto:reg.support@finra.org) advising that the jurisdiction is authorizing refund(s).

If you have any questions, please contact Registration Support and Operations at [reg.support@finra.org](mailto:reg.support@finra.org) or (240) 386-4242. Please direct firm inquiries to our Call Center: BD or BD/IA to (301) 869-6699 and IA to (240) 386-4848.

Thank you,  
Registration Support and Operations

The content of this memo has been reviewed by members of the NASAA CRD/IARD Steering Committee. If you have a specific jurisdiction-related question, please contact Natasha Hurt at (202) 683-2327 or Pam Epting at (202) 683-2328.