

FINRA Fee Waiver Information

Fee Waivers

Parties may submit a written request for a fee waiver stating the reason(s) that would make payment of the filing fee a financial hardship.

In support of the request, parties should include the following information with the written request:

- a copy of the most recently filed tax return;
- two of the most recent pay stubs; and
- documentation of garnishment or lien, or other documents that evidence hardship.

If a party is unable to provide this documentation in support of financial hardship, the party may submit an affidavit attesting to financial hardship.

After FINRA reviews the documentation, FINRA will provide written notice of its decision. FINRA may:

- Waive the fees, which means FINRA would forgive the amount owed for a specific fee;
- Partially waive the fees, which means that a party has paid or is required to pay part of the fee and FINRA would forgive the balance;
- Defer the fees, which means that FINRA defers temporarily the collection of a fee until it makes a final decision on whether to waive the fee(s); and
- Deny the request to waive the fees.

Refunds

FINRA will issue a partial refund of the filing fee, less any fees or costs owed by that party, if the party notifies FINRA that the case is settled or withdrawn more than 10 calendar days before a scheduled hearing. Any refunds will be paid directly to the named parties, even if a non-party made payment on behalf of the named parties. FINRA generally issues refunds 45-60 days after the date a case is closed.

FINRA will not issue a refund if a party notifies FINRA that a claim is settled or withdrawn within 10 calendar days of a scheduled hearing.