

[Refer Regulation 3]

Application for a licence/renewal of licence to act as a corporate agent

The Department of Licensing,
The Insurance Regulatory and Development Authority

It is requested that--

- (a) a licence to act as a corporate agent/composite corporate may be granted to us;
- (b) our licence bearing number and expiry date may be renewed for a further period of three years.

(1) Name :

(2) Full Address :

House No. :

Street :

Town :

District :

State :

Pin Co

Telephone No. _____

(STD Code - Number) :

- (3) (i) Names and addresses of all persons responsible for the management of the organisation (please attach a separate annexure if required);
(ii) Name and address of the "corporate insurance executive".
- (4) Whether the Partnership Deed, Memorandum of Association or any other document evidencing the constitution of the entity contains as main object the carrying on of soliciting or procuring insurance business as a corporate agent. (Please enclose a certified copy of the Partnership Deed, Memorandum of Association or any other document evidencing the constitution of the entity).
- (5) The date from which the licence should be effective.
- (6) If you apply for licence to work for a life insurer, state 1, a general insurer, state 2, for both, state 3 in the box. ☐

3. It is further declared that the--

- (a) corporate insurance executive has not been found to be of unsound mind by a court of competent jurisdiction;
- (b) corporate insurance executive has not been found guilty of criminal misappropriation or criminal breach of trust or cheating or forgery or an abetment of or attempt to commit any such offence by a court of competent jurisdiction;
- (c) corporate insurance executive has not been found guilty of or to have knowingly participated in or connived at any fraud, dishonesty or mis-representation against an insurer or an insured in the course of any judicial proceeding relating to any policy of insurance or the winding up of an insurance company or in the course of an investigation of the affairs of an insurer;
- (d) corporate insurance executive has not violated the code of conduct specified under Regulation 9 of Insurance Regulatory and Development Authority (Licensing of Corporate Agents) Regulations, 2002;
- (e) application in Form IRDA-Corporate Agents-A-1 for corporate insurance executive has been enclosed along with this form;
- (f) corporate insurance executive is not a minor.

4. The payment of licence fee of Rupees two hundred and fifty has been made and for which the receipt is enclosed.

The documents in support of the educational qualification, pre-recruitment test, and the practical training, in respect of corporate insurance executive have been enclosed along with this form.

Place :

Yours faithfully,

Date :

Signature of applicant

Notes :

1. The application should be filled in, as far as possible, either in Hindi or English.
2. Any correction or alteration made in any answer to the questions in the application should be initialled by the applicant.
3. The fees payable by an applicant when applying for the first time and on renewal is Rupees two hundred and fifty.
4. The name and the licence No. given in the application are identical with those shown in the last licence held. If there is any subsequent change in the name, the reasons for the same should be stated furnishing documentary evidence for the same.
5. The application should reach the designated person before the expiry of licence held by the application but not more than three months before such expiry. If the application does not reach the designated person at least 30 days before the date on which the last licence ceases to be in force, an additional fee of one hundred rupees should be payable. In this connection please also refer to the provisions of sub-sections (3) and (3A) of section 42D of the Insurance Act, 1938.
6. If the organisation desires to act as a corporate agent or a composite corporate agent, as the case may be, the documentary evidence of the relevant pass in the pre-recruitment test and the completion of the relevant practical training of the corporate insurance executive of the entity should be enclosed.
7. In case of a firm, the signatory to the application (being a partner) should enclose a certified copy of the resolution of all the partners authorising him to make the application. In the case of a company, the signatory to the application (being a director) should enclose a certified copy of the resolution of Board of Directors authorising him to make the application. In the case of any other entity, the signatory to the application should enclose other document which authorises him to make the application.