

WALK-IN EXAMINATION FOR APPLICANTS FOR INSURANCE AGENTS' LICENSE

IC CIRCULAR LETTER NO. 18/93, October 11, 1993

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Effective November 1993 the Insurance Commission shall conduct walk-in examinations for applicants for Insurance Agents' License every second Wednesday of the month at 1:30 to 3:30 P.M. only at the premises of the Insurance Commission District Offices (Cebu-Osmeña Blvd., Capitol Site, Cebu City; Davao-ATU Commercial Mall, Gov. Vicente Duterte St., Davao City; and Dagupan-Burgos St., Dagupan City). Due to limited space, ten (10) applicants only shall be accommodated on each one hour session.

1.

Applications for examination shall be accompanied by the following documents:

1.1

Certificate of good moral character issued by an official designated by the insurance company and known to the Insurance Commission or from any barangay official where applicant resides.

1.2

Sworn statement jointly signed by the applicant and a company representative, certifying that the applicant has been trained in the kind of insurance contemplated in the license desired.

1.3

Two (2) 1 x 1 photographs of the applicant recently taken.

2. Upon filing of application, applicant should present any one of the following documents for identification:

Voter's ID card

SSS ID card

Driver's license

GSIS ID card

Employee ID card

3. Applications for the IC examination shall be provided by the Insurance Commission to all insurance companies.

4. Applicant should answer every question in the application fully in ink in his own handwriting. A dash or line is not an answer to any question.

5. All statements made by the applicant should be under oath, and that a false statement knowingly made in the application, or any deception or fraud on his part will be cause for:

5.1

nullification of his examination papers;

5.2

revocation or cancellation of the Certificate of Authority that may have been issued in his name;

5.3

prosecution under the Revised Penal Code.

6. Applicants are required to be in the examination room before the time they intend to sit for examination.

7. Applications and payment of examination fee of P150.00 will be processed and paid at Insurance Commission, 1071 U. N. Avenue, Manila.

Please be guided accordingly.

Adopted: 11 Oct. 1993

(Sgd.) ADELITA A. VERGEL DE DIOS
Insurance Commissioner

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