

Appendix A

Jurisdiction Specific Requirements Life Insurance And Accident and Sickness

	BC	AB	SK	MB	ON	QC	NB	NS	PEI	NL	YK	NWT/NU
Documents to be attached to Application:												
Non-residents must attach a Certificate of Authority from their home jurisdiction	√	√	√	√	√	√	√	√	√	√	√	√
Licence Application Fee	√	√	√	√	√	√	√	√	√	√	√	√
Minimum Qualifications	LLQP A or Equivalent	LLQP A or Equivalent	LLQP A or Equivalent	LLQP A or Equivalent	LLQP A or Equivalent		LLQP A or Equivalent	LLQP A or Equivalent	LLQP A or Equivalent	LLQP A or Equivalent	LLQP A or Equivalent	LLQP A or Equivalent
Copy of Diploma or Certificate of any Insurance Designation completed by applicant			√	√	√					√		
Other Information												
Sponsorship Required	No	Yes	Yes	Yes	Two Years	90 days	Yes	Yes	Yes	Yes	No	Yes
If Sponsorship of an agent is cancelled, authorities must be notified within a specific number of days	Immediately	14 days	5 days	15 days	Immediately	Immediately	30 days	10 days	Immediately	2 days	30 days	30 days
Errors & Omissions Insurance Required	√	√	√	√	√	√				√		

In addition to the requirements listed above, some jurisdictions require additional documentation. Although the listing below provides overall information, applicants should consult the website of the jurisdiction to which they are applying for up-to-date specifics. Website addresses are listed in Appendix B.

British Columbia:

All applicants must provide a clear passport-size picture of the applicant. (Photo-copy of passport picture or driver's licence will suffice).

Original completed security clearance form (criminal record check)

Effective Jan. 1, 2006 - mandatory E&O coverage is required (minimum \$1,000,000 per claim and a minimum aggregate of \$2,000,000)

Alberta:

Original or certified copy of completed security clearance form (criminal record check)

Separate applications are required when applying for both a life and accident & sickness licence

Effective April 1, 2006 – mandatory E&O coverage is required (minimum \$500,000 per claim and maximum policy payout for all claims of \$2,000,000 in a policy year. Certification form must be submitted.

Saskatchewan: (Life Insurance only licence not available)

Original completed security clearance form (criminal record check)

Copy of E&O certificate of insurance (Minimum \$1,000,000 with \$1,000,000 extended coverage for fraud)

Manitoba:

Original completed security clearance form (criminal record check)

Copy of E&O certificate of insurance (Minimum of \$1,000,000 coverage per occurrence and an aggregate of \$5,000,000 including prior acts and tail coverage)

Ontario:

If the agent is sponsored, provide sponsor's business name and address on the application in box 6.

All FSCO correspondence to sponsored agents will be mailed to the address of the sponsor.

Ontario residents attach copy of LLQP results from Durham College

Copy of E&O certificate of insurance (Minimum of \$1,000,000 coverage per occurrence and an aggregate of \$2,000,000 with two years tail coverage and extended coverage for fraud)

Quebec:

Candidates who have been granted a life insurance agent's licence in another jurisdiction, and who have at least five years experience, must pass a legal concepts examination before receiving a Quebec licence. Candidates who have less than five years experience must pass a series of five examinations, which all Quebec life insurance agents must pass.

Copy of E&O certificate of insurance (Representatives acting on behalf of, but not employed by a firm must provide a minimum coverage of \$500,000 per claim and \$1,000,000 per year and any deductible amount stipulated in the contract may not exceed \$10,000. For representatives employed by a firm having three representatives or fewer the coverage amount must not be less than \$500,000 per claim and \$1,000,000 per year and any deductible amount stipulated in the contract may not exceed \$10,000. For representatives employed by a firm having more than three representatives the coverage amount must not be less than \$500,000 per claim and \$2,000,000 per year and any deductible amount stipulated in the contract may not exceed \$25,000).

New Brunswick:

Original copy of LLQP results

Prince Edward Island:

Residents must attach an original copy of LLQP results.

Non-resident must attach a photocopy of licence from home jurisdiction.

Newfoundland and Labrador: (Life Insurance only licence not available)

Copy of E&O certificate of insurance (Minimum \$1,000,000 with \$100,000 coverage for fraud)

Original copy of LLQP results or certificate of designation

Non-resident must attach a copy of licence from home jurisdiction

Nova Scotia: (Life Insurance only licence not available)

Original copy of course provider's Certificate of Completion and LLQP results

Yukon:

Photocopy of licence from home jurisdiction

Original copy of LLQP results or certificate of designation

Head office of the insurer must complete the Sponsor's Attestation or supply a letter of recommendation

Northwest Territories and Nunavut:

Notice of Appointment by sponsoring insurer