
COMPLETING YOUR INSURANCE SALESPERSON'S LICENCE APPLICATION (Form 9)

Please take the time to review the instructions when you complete your insurance agent's licence application. Your application will be processed faster if you provide all the necessary information required for licensing.

1. This is the name that appears on your birth certificate or passport. Your name must be shown in full. Please do not use initials. Please enter your current occupation/position/title, business address, phone and fax number and email (if available).

Enter your residential address complete with street, city, province and postal code.

2. Complete business address with telephone and fax number
3. Residential address and telephone number
4. Length of time of your residence in the Northwest Territories
5. Full name of the supervising insurance agent (a) and (b) amount of salary.
6. Employment history for the last five (5) years
7. Licensing history and record of suspension (if there is any).
8. Licensing history – licensed refused in NWT or other province.
9. Licensing history - record of being charged by employer.
10. Experience as an insurance salesperson.
11. Intention to engage in business other than as an insurance salesperson.
12. Classes of insurance intend to solicit upon issuance of license
13. Affidavit – must be witnessed by a notary public
14. Notice of Appointment of an insurance salesperson – must be completed by your supervising insurance agent.