

Ref : R01-J35848

To : Authorized Representatives of Member Companies, The Hong Kong Federation of Insurers (“HKFI”)
Non-HKFI Insurers using HKFI’s agent registration service
Insurance Agents who have appointed Responsible Officers / Technical Representatives
All Insurance Agents, Responsible Officers and Technical Representatives (Registered Persons) via their appointing Insurer / Insurance Agent

From : Ivy Au, Agents’ Registration Unit

Date : 25 March 2010

Subject : New Registration and Renewal Forms

In view of the complementation of the Code of Practice for the Administration of Insurance Agents – Seventh Edition (New Code) on 1 March 2010 and in order to assist you with the administration of insurance agents under the requirement of the Insurance Companies Ordinance, please note the following:

1. New Registration and Renewal Forms

Complementary to the New Code, commencing 1 May 2010, all applicants are required to use the new Registration Forms and Renewal Forms. Otherwise, their application may not be accepted. All the new Registration Forms and Renewal Forms could be downloaded from our website via icon, “Download Centre”, <http://www.hkfi.org.hk>.

2. Currently Registered Persons

The IARB will post latest notice and important information regarding Registered Person in web page: “Notice for Insurance Agents”, <http://www.hkfi.org.hk>, as such, please remind all your currently registered Insurance Agents, Responsible Officer and Technical Representatives to visit the web page frequently in order to get the latest information.



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