



Notice to all Manitoba Insurance Licence Holders and Appointees

Applying the fees outlined in the Fees Regulation

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Effective August 1, 2022, the Insurance Council of Manitoba (ICM) will be uniformly applying the fees as outlined in the current "*Insurance Agents and Adjusters Fees Regulation*" [73/93](#). This includes any amendment or reinstatement of a licence, **and will be applied per licence** as noted in the Regulation. For example, if you hold both a Life Licence and an Accident & Sickness Licence, and wish to amend both licences, the fee of \$70.00 would be applied to each licence (grand total of \$140.00).

Amendments and Reinstatements to a licence require administrative review and handling, and this review is no less labour intensive for multiple licences or reclassifications of levels. The fee for an amendment to or reinstatement of a licence is \$70.00, and this fee is required per licence held, regardless of how many licences are being held.

Amendments and/or Reinstatements to a licence include, but are not limited to the following:

- Agency and/or Sponsor name change
- Moving from one agency and/or sponsor to another
- Upgrading/Reclassifying the level of licence (i.e. Moving from Level 1 to Level 2)
- Lapse of E&O insurance on the ICM's online portal
- Expiration of licence and reinstatement within the applicable timeframe as per Regulation 389/87
- For additional specific items for Restricted Insurance Agents (RIA), please refer to the document on the ICM website [RIA Licensees - When to Notify Council of a change in information](#).

It is the responsibility of the licence holder to ensure their contact information (email address, telephone, etc.) is kept up to date within their [online portal](#). Refer to the [User Guide - for Address Changes, including email address changes](#) for assistance with making any required changes in this regard.

NOTE: ICM remits 44% of licence and miscellaneous/other fees, including transfers, amendments, and reinstatements to the Minister of Finance.

INSURANCE COUNCIL OF MANITOBA

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