



Licence Renewal for 2025-2026 Now Available to all Licence Holders

Emailed May 1, 2025

ICM recommends renewing early to ensure you have sufficient time.

To: Licence Holders with the Insurance Council of Manitoba

What should I do prior to renewing my licence?

1. Review the [Licence Renewal](#) page on the ICM website, which includes [User Guides and FAQs](#) and Renewal 2025 Communication. *Due to the high volume of enquiries during the renewal period, phone calls or emails with questions already addressed in the User Guides and FAQs will not be returned. Please refer to these resources for assistance.*
2. **Continuing Education (CE)** information is available [here](#). **Not applicable to RIA and Hail.**

To renew:

Approximately 24,000 licences are being renewed. If the system is slow during the first week of renewal, please try renewing your license again after 24-48 hours.

1. Log in to the [On-line Portal](#) to renew your licence. Your User ID is the first set of numbers in your licence number.
2. Click on "Licences" and then "Online Renewal" to begin the process.
3. Follow the steps in the applicable [User Guide](#).

Important Information:

- The Operating Agent or Designated Representative of the agency or adjusting firm must renew their license before any other licensee in the organization. **Not applicable to Life, Accident & Sickness, RIA, and Hail licence holders.**
- [Material changes](#) to information contained in the application must be reported in writing to the ICM within 15 days.

Important Deadlines:

Agent Renewal – must renew prior to May 31, 2025

Adjuster Renewal – must renew prior to June 30, 2025

INSURANCE COUNCIL OF MANITOBA

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