



**Immediate Action Required**  
**Your Licence Expires on June 30, 2026**

*Emailed June 23/26*

**ICM recommends that you complete your renewal immediately to avoid potential delays which could prevent you from meeting the deadline.**

**To renew:**

Log in to the [On-line Portal](#) to renew your licence. Click on “Licences” and then “Online Renewal” to begin the process. For assistance, please review the [Licence Renewal](#) page on the ICM website, which includes [Licence Renewal FAQs and Continuing Education \(CE\)](#) information. **Reminder:** *The Designated Representative (D/R) of the Adjusting Firm must renew their licence prior to any other licensee within the firm.*

**Failure to renew by June 30:**

You would not be authorized to act as an adjuster and would be unable to carry on the business of insurance, and your Adjusting Firm would be promptly informed of your licence expiration. To reinstate your licence, you must complete and submit a reinstatement application, along with the annual licensing fee and a \$70.00 reinstatement fee per licence.

**Insurance Council of Manitoba**

[www.icm.mb.ca](http://www.icm.mb.ca)

[contactus@icm.mb.ca](mailto:contactus@icm.mb.ca)