

Supervision Certificate Appendix A

I, _____, certify that I am a holder of an insurance licence authorizing me to
(Supervising Licensee)
transact the class of insurance for which I am completing this supervision certificate. I also certify that I hold qualifications specified in the Life Insurance Council Bylaws that permit me to sign as a supervisor.

I have reviewed the following insurance related material used or prepared by _____
(Supervised Licensee)
for _____ and believe that the insurance applied for is appropriate to the needs
(Applicant)
and circumstances of the applicant and/or insured.

I have reviewed

Type of Insurance Need

(✓ Check one or more)

- | | |
|--|--|
| <input type="checkbox"/> Accident & Sickness Insurance | <input type="checkbox"/> Education Funding |
| <input type="checkbox"/> Business Insurance | <input type="checkbox"/> Estate Preservation |
| <input type="checkbox"/> Debt/Mortgage Insurance | <input type="checkbox"/> Family Survivorship Needs |
| <input type="checkbox"/> Disability Insurance | <input type="checkbox"/> Segregated Funds |
| <input type="checkbox"/> Annuities | |
| <input type="checkbox"/> Other (Please specify) _____ | |

Insurance Product(s) Applied For _____

Insurance Amount(s) Applied For _____

Life Insurance Replacement Declaration form
(If no, why not) Yes No _____

Insurance Needs Analysis
(If no, why not) Yes No _____

Policy Illustrations
(If no, why not) Yes No _____

Supervising Licensee's Signature

Date

I certify that I have provided to the licensee signing this Certificate, a copy of all material I have used with the named applicant/insured.

Supervised Licensee's Signature

Date

Instructions

The licensees signing the Certificate must retain a copy of this Certificate for their records

SUPERVISION BYLAW

Schedule A, Part II

Section 4. Licence Restrictions

- (1) A licensee having less than two years experience as a licensed agent/salesperson shall not:
 - (a) act in the transaction of insurance unless he or she is supervised by a licensee having at least three years experience as a licensed agent/salesperson.
- (2) A licensee having less than two years experience as a licensed agent/salesperson shall:
 - (a) within ten days of taking an application for insurance have a supervision certificate (Appendix A) completed and signed by a licensee who is qualified to act in a supervisory capacity; and (REV. MAY 27 2008)
 - (b) if replacing a life insurance policy, attach a copy of the completed life insurance replacement declaration document (Appendix B) to the supervision certificate. (REV. MAY 27 2008)
- (3) A licensee shall not:
 - (a) act as a supervisor unless he or she has at least three years experience as a licensed agent/salesperson; or
 - (b) act in the transaction of or supervision of segregated funds transactions unless he or she has passed an investment funds course approved by council.
- (4) A licensee shall:
 - (a) prior to replacing an existing life insurance policy, present and review with the consumer a fully completed life insurance replacement declaration document that has been approved by council (Appendix B); and (REV. MAY 27 2008)
 - (b) provide a copy of the life insurance replacement declaration document to the consumer and retain a copy in the consumer's file. (REV. MAY 27 2008)
 - (c) Repealed (MAY 27 2008)