

**EXAMINATION OF SALES REPRESENTATIVE
INSURANCE ACT 2001, REG. 37
APPLICATION FORM**

Please print or type

Name of

Applicant:

Mr./Mrs./Miss/Ms. _____ (Surname) _____ (Christian Name) _____ (Middle Name)

Address: _____

Present or Proposed Employer: **Name:** _____

Address: _____

CLASS(ES) OF BUSINESS TO WHICH APPLICATION APPLIES:

(Tick as applicable)

Insurance Act

Motor Vehicle Insurance

Property Insurance

Liability

Pecuniary Loss

Marine, Aviation & Transport

Accident/Sickness & Health

Date(s) of Examination(s)

Signature of Applicant

Date

Name & Signature - Manager of Company/Branch

Date

Manager's Telephone number

Company Stamp

FOR OFFICIAL USE ONLY

Candidate No. (s)	Date Received	Date of Examination	Result(s)

NOTE: Examination fee(s) non-refundable. See Terms and Conditions overleaf

TERMS AND CONDITIONS FOR SALES REPRESENTATIVE EXAMINATIONS

1. Registration for Course is **SEPARATE** from Registration for Examination.
2. Examination fees are **NON-REFUNDABLE**
3. **ALL** Applicants **MUST** complete an Examination Registration Form and submit with the relevant examination fee. Application forms without the requisite fees will not be accepted.
4. **ALL** application forms **MUST** include Manager's Name, Signature and contact Number. The Company stamp **MUST** also be affixed.
5. Complete Application Form(s) **MUST** be accompanied by a cover letter signed by the Manager indicating the name(s) of candidate(s) and the particular examinations). Application forms submitted by Agents will **NOT** be accepted.
6. Applicants **MUST** submit a valid form of identification on the date of the examination in order to be allowed to write the examination. Failure to submit a valid form of identification will result in the candidate not being allowed to sit the particular examination.
7. Applicants should be inform that **ALL ELECTRONIC DEVICES MUST BE TURNED OFF BEFORE ENTERING THE EXAMINATION ROOM**. Failure to comply will result in an automatic ejection from the particular examination.
8. A Candidate who has substantiated medical reason for missing an examination should submit written substantiation within two (2) working days from the date of the missed examination.
9. Deferral from an examination applied for **MUST** be submitted in writing within five (5) working days from the start of the exams.