



Ref: Corp Agents

05.10.2020

To all the Principal Officers of the Corporate Agents:-

We inform you that the half yearly Regulatory Returns for the period ending 30.09.2020 as mentioned below can be submitted online on Corporate Agency Portal on or before **31.10.2020**

1. **Schedule VIII Certificate** (Reg. 21(ii))- Certificate on No Forced Selling by Corporate Agent duly signed by CEO/PO and CFO (or its equivalent) of the Corporate Agent (*Duly filled and signed pdf document to be uploaded*)- Not applicable for exclusive corporate agents
2. **Complaints received register** (Reg. 14 (iv))- *Data to be filled in the form*
3. **New Business Life and Health** (Reg.20)- *Data to be filled in the form*
4. **New Business General** (Reg.20)- *Data to be filled in the form*
5. **SP Statement** (Reg. 20)- *file can be uploaded - Applicable for specified persons who have solicited more than 300 policies during reporting period*
6. **AV Statement** (Reg.20)- *file can be uploaded- Applicable for authorized verifiers (engaged by telemarketer tie-up of corporate agent) who have solicited more than 300 policies during reporting period*
7. **SP AV Summary** (Reg. 14 (vi))- *Data to be filled in the form*
8. **Audited Financials for the FY 2019-20** (Reg. 31 (1))- *files to be uploaded - Balance Sheet, Profit and Loss/ Income and Expenditure/Payments and Receipts Statement, Cash Flow/ Fund Flow Statement and Notes for accounts/ Auditor's report to be submitted by the corporate agents that have received more than 50% of annual income (for FY 2019-20) from insurance distribution.*

9. **Professional Indemnity Policy** (Reg. 19)- *file to be uploaded*- Applicable for corporate agents that have received more than 50% of annual income (for FY 2019-20) from insurance distribution. The concerned corporate agents are reminded to ensure the submission of PI Policy in compliance with the applicable regulation. (Those who have already submitted Audited Financial Statements and Professional Indemnity Policy may ignore this)

In case of any clarifications/ difficulties in submission of the returns, you may contact Ms. Smriti Taneja at staneja@irdai.gov.in



T S Naik
General Manager
Agency Distribution