



Republic of the Philippines
Department of Finance
INSURANCE COMMISSION
1071 United Nations Avenue
Manila



ADVISORY

26 September 2019


Please be informed that starting 01 October 2019, the Insurance Commission will start accepting applications for renewal of insurance agent's licenses with validity until 31 December 2019.

In this regard, insurance companies are advised to upload, through the Enhanced Licensing System (ELS), the following documentary requirements:

1. Duly accomplished and notarized application form for renewal of Insurance Agent's License; and
2. List of Names of Agents (arranged alphabetically by surname), with corresponding amount of commissions earned for three (3) licensing years, signed by an authorized company representative.

For your guidance and compliance.

Thank you.


ATTY. JOANNE FRANCES D.C. CASTRO
Officer-in-Charge
Licensing Division