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CIRCULAR

Ref. No.: IRDA/REG/MISC/CIR/143/06/2014 18th June, 2014

To

All Licensed Insurance Brokers

Re.: Furnishing of Office Addresses

It has been necessitated to create a data base consisting of Registered, Corporate and Branch office addresses of all the Insurance Brokers who have been licensed by the Authority.

In order to collate the said data, all the Insurance Brokers are advised to submit the present addresses of all their offices including Registered Office, Corporate Office, Principal Place of Business, Branch Offices and by whichever name it is called, in the format given below.

The information shall be furnished as an attachment created in "Excel" file and sent to the email ID brokers@irda.gov.in latest by 30th June, 2014. Henceforth, such details are required to be sent to the Authority by 30th June every year.

(Format for submitting addresses of the Insurance Brokers)

Name of Insurance Broker: _____

License Certificate No.: _____

Sl. No.	Whether Registered Office/Corporate Office/Principal Place of Business/Branch Office/whichever name it is referred	Complete postal address with Pin code.	Phone No. with STD code/Mobile No.	Company Email ID	Names of employees who solicit and procure business in the respective office



Randip Singh Jagpal
Sr. Joint Director