



# CENTRAL BANK OF TRINIDAD & TOBAGO

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December 28, 2011

**CIRCULAR LETTER  
TO ALL INSURANCE COMPANIES**

**REF: CB-OIFI-3131/2011**

## **Returns in respect of Agents and Salesmen**

The Central Bank of Trinidad and Tobago hereby draws your attention to the provisions of section 107(a) of the Insurance Act, Chapter 84:01 which requires every insurer to submit a return pertaining to its registered agents and salesmen.

Consequently, please submit your return showing the names of all individuals, partnerships and companies duly authorised by your company as agents and salespersons in Trinidad and Tobago as at December 31, 2011.

The returns should set out the particulars under each heading and sub-heading as follows:

- (a) Agents
  - (i) Individuals
  - (ii) Partnerships
  - (iii) Companies
  
- (b) Salespersons

You are requested to submit this information in both electronic worksheet format (MS Excel) and hard copy no later than **January 31, 2012**. Should you require any further clarification please contact Mrs. Joanne Hamid, Senior Examiner or Ms. Gale Grant, Examiner II at 625-2601 ext. 2745 or 2421 respectively.

Your usual co-operation is anticipated.

Yours sincerely

Wendy Ho Sing

**Deputy Inspector of Financial Institutions**