

IMPORTANT

New licensing requirements needed to sell travel insurance to Manitoba residents

If within your business, you offer and/or sell travel insurance to residents of Manitoba, please note that under The Insurance Act (the “Act”) of Manitoba, you are now required to hold a Restricted Insurance Agent Licence (RIAL) approved and issued by the Insurance Council of Manitoba (ICM) for the incidental sale of travel insurance.

It is important to note that the **Act, at s. 380.1(1), defines an incidental seller of insurance as:** “...a person or entity that, in the course of selling or providing goods or services to its customers or clients, sells, negotiates or arranges insurance, or offers to sell, negotiate or arrange insurance, that relates to those goods or services.”

As an incidental seller, you are only permitted to sell travel insurance in connection with the travel services/product you have sold. You may not sell travel insurance if you have not sold the travel services/product. In order to do so in this manner, you would require an Accident & Sickness Agent Licence.

RIAL timelines and other points of note

- The new RIAL replaces the previous Accident & Baggage Licence for the incidental sale of travel insurance.
- The RIAL takes effect on June 1, 2015. Failure to obtain or replace your Accident & Baggage Licence with a RIAL by this deadline will mean you are no longer authorized to act as an insurance agent and may no longer engage in the offer and/or sale of travel insurance products until such time that the RIAL is in place.
- ICM began accepting applications for RIAL on February 1, 2015. Applications must be received by **April 30, 2015** to ensure processing prior to the June 1, 2015 deadline.
- The RIAL application will require a Designated Official to be delegated by the Travel Agency. The Act defines the qualifications of a Designated Official are as follows:

A person may not be the designated official under a restricted insurance agent license unless (a) the person (i) is a director, officer or employee of the restricted license holder if it is a body corporate, (ii) is a member of the partnership if the restricted license holder is a partnership, or (iii) in a case where the restricted license is issued to an individual in connection with a business - carried on by the individual - that is not a body corporate or a partnership, is that individual; and (b) the person has the qualifications, and satisfies the educational, training and other standards, established under section 396.1 of the Act.

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- Please ensure that the Designated Official completes the RIAL application, taking care to answer every question on the form accurately and in full.
- Email the completed application to us for review at DS_Contracting@manulife.com
- **To ensure you are able to meet the provincial deadline of April 30, 2015, please send us your completed application no later than March 16, 2015.**
- Upon confirmation that your application has been completed correctly, we will provide you with instructions on how to mail us your application and payment.

More information

Additional information on the new licensing requirements – including how to apply for the RIAL, how much it will cost and annual renewal -- can be found on the [ICM website](#). The site also contains answers to [Frequently Asked Questions](#).

As always, you can contact your Manulife Sales Development Specialist or Client Manager for any additional questions. We will work together with our Compliance Team to provide any clarifications that you may require.

Regards,

Manulife – Your Travel Insurance Team

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