**Notification of Changes to**

**Financial Advisers and Authorised Insurance Representatives**

This form must be completed by an appropriate individual, e.g. a director, compliance officer or other senior officer. It must not be completed by the individual being authorised.

|  |  |
| --- | --- |
| **Name of Licensee** |  |
| **PERSONAL DETAILS** | |
| **Full Name of Individual** | Mr/Mrs/Miss/Ms |
| **Date of Birth** |  |
| **Home Address** |  |
| **Date of Employment** |  |
| **Previous Employment** |  |

|  |  |  |
| --- | --- | --- |
| **AUTHORISATION OF A FINANCIAL ADVISER OR AUTHORISED INSURANCE REPRESENTATIVE** | | |
| **Class of Business** | **Date of Authorisation**  **DD/MM/YY** | **Name of mandatory qualification and its examining body (completed or in progress)** |
| **Controlled Investments\*** | / / |  |
| **Long Term Insurance (Single Premium)\*** | / / |  |
| **Long Term Insurance (Regular Premium)\*** | / / |  |
| **Life (Protection)\*\*** | / / |  |
| **General Insurance (Personal)** | / / | N/A |
| **General Insurance (Commercial)** | / / | N/A |

\* Level 4 qualification specified in the [Acceptable Qualification Table](http://www.gfsc.gg/The-Commission/Documents%20and%20Forms/Acceptable%20Level%204%20Qualification%20Table.pdf)

\*\* Level 3 qualification as set out under [Training and Competence](http://www.gfsc.gg/Insurance/Pages/Training-and-Competence.aspx)

|  |  |
| --- | --- |
| Other Relevant Non-Mandatory Qualifications |  |

|  |  |
| --- | --- |
| **I confirm that the above named individual has been assessed as competent by the Board to perform the role of Authorised Insurance Representative and/or Financial Adviser in accordance with the Guidance Note on Training and Competency Schemes.** | |
| **Completed by (name and job title)**  ensuring all fields above are completed |  |
| **Date completed** |  |

|  |  |
| --- | --- |
| **DE-AUTHORISATION OF A FINANCIAL ADVISER OR AUTHORISED INSURANCE REPRESENTATIVE** | |
| **Date of De-authorisation** |  |
| **Reasons for De-authorisation** |  |
| **Completed by (name and job title)** |  |
| **Date completed** |  |