



Dipåttamenton Kontribusiyan Adu'ána

DEPARTMENT OF

REVENUE AND TAXATION

GOVERNMENT OF GUAM

Gubetnamenton Guáhan

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COMPANY GENERAL AGENT LICENSE APPLICATION CHECKLIST (New & Renewal Application must be submitted manually)

- Uniform Application for Business Insurance License/Registration.
- Form I-2 and Form I-5 (From Appointing Insurer)
- One Hundred Dollars (\$100.00) license fee, check payment must be payable to “Treasurer of Guam”
- Tax Clearance Application Form (Form I-9)
- Proof of existence of a trust account for premiums received by general agent —For Each Insurer
- Premium Fund Trust Account Report (PFTA) –FOR RENEWAL ONLY

Note: If applicant is a business entity, application for the Designated/Responsible Licensed Producer(s) (“DRLP”) must be submitted along with its producer license application requirements.

INDIVIDUAL GENERAL AGENT LICENSE APPLICATION CHECKLIST (New & Renewal Application must be submitted manually)

- Uniform Application for Individual Insurance License/Registration.
- Form I-2 and Form I-5 (From Appointing Insurer)
- One Hundred Dollars (\$100.00) license fee, check payment must be payable to “Treasurer of Guam”
- Police Clearance issued within 30 days of application submission.
- Tax Clearance Application Form (Form I-9)
- 30 Credit Hour Pre-Licensing Course Certificate from WEBCE--NEW APPLICANTS ONLY
- Examination Results with 80% or higher and **4 years' experience as insurance producer**--NEW APPLICANTS ONLY
- Proof of existence of a trust account for premiums received by general agent —For Each Insurer
- Premium Fund Trust Account Report (PFTA) –FOR RENEWAL ONLY

Note: Documents required for renewal of license must be submitted on or before June 1st every year manually to Insurance and Banking Office. Incomplete submission of required documents may result in delay or non-issuance of license.