



## FCNB Insurance Notice

### Re: 15 December 2016 Licence Extension

12 December 2016

For regulatory purposes any licence issued under the *Insurance Act*, that expires on 15 December 2016 will be considered extended until 15 January 2017.

This extension period allows applicants seeking renewal additional time to complete their application on the on-line portal. Standard late filing fees will not be charged for applicants relying on this extension. All applications for licensing or renewal of a license must be submitted via the portal. The portal can be accessed at <https://portal.fcnb.ca/logon/>

All applicants relying on this extension are strongly encouraged to complete their application as soon as possible. Effective 15 December 2016, and until such time as the renewal application is approved, applicants relying on this extension will not appear as a licensed salesperson on the public Insurance License Database.

If you have any questions concerning this extension, please email [Insurance.Licensing@fcnb.ca](mailto:Insurance.Licensing@fcnb.ca) with “Licence Extension” in the subject line and provide your name, phone number and your question.

If you are having any difficulty accessing the portal please consult the quick start guide and video tutorial on the portal FAQ page. If your difficulty persists please email [support@fcnb.ca](mailto:support@fcnb.ca) with a description of your difficulty, your name, and phone number. IT Support staff will not be available during the period 23 December 2016 through 02 January 2017.

In order to ensure that you receive further details, please take a moment now to subscribe to our online email update service by visiting [www.fcnb.ca/subscribe.html](http://www.fcnb.ca/subscribe.html).

Angela Mazerolle  
Superintendent of Insurance