

# Request for Sponsorship

Throughout this form, "Empire Life" means The Empire Life Insurance Company.

**This form is to be completed by the MGA recommending the advisor for sponsorship.**

MGA name ("MGA")	MGA code
<b>Advisor to be sponsored</b>	
Who is the request for sponsorship for ? ("the advisor")	
Is the advisor currently contracted with Empire Life? <input type="radio"/> Yes - code _____ <input type="radio"/> No - broker contracting documentation is required	
<b>For which province(s) are you seeking sponsorship? (check all that apply)</b>	
<input type="radio"/> Alberta <input type="radio"/> Manitoba <input type="radio"/> New Brunswick <input type="radio"/> Newfoundland and Labrador <input type="radio"/> Saskatchewan (recommendation) <i>*MGAs can provide sponsorship</i> <input type="radio"/> North West Territories <input type="radio"/> Nova Scotia <i>*agent may only place business with sponsoring Company during first 2 years or use single case agreement</i> <input type="radio"/> Nunavut <input type="radio"/> Ontario <i>*first 2 years only</i>	
<b>Is this a new sponsorship or was the advisor previously sponsored?</b> <input type="radio"/> New sponsorship <input type="radio"/> Previously sponsored	
If previously sponsored, who was the sponsor?	
If not previously sponsored by Empire Life, why are you requesting a change in sponsor?	
<b>Is the advisor new to the industry?</b> <input type="radio"/> Yes <input type="radio"/> No	
If yes, explain what training and supervision will be done by the MGA to ensure the advisor is meeting their requirements of licence:	
<b>Supervision (Required)</b>	
Empire Life sponsored advisors are required to be supervised by an individual who is licensed in the province of sponsorship. Empire Life provides a template to track performance of the responsibilities for supervision that will be reviewed by Empire Life periodically for completion. Empire Life will contact the supervisor to set up the process if sponsorship for the advisor is approved.	
Who will be providing supervision for the advisor? ("appointed supervisor")	
Relationship to the advisor and/or MGA	
Contact information of supervisor (email address, phone number):	



## MGA Attestation

### The MGA recommends the advisor for sponsorship and attests to the following:

1. The requirements for sponsorship that Empire Life has in place, including production and sale practice requirements, have been reviewed with the advisor and the advisor understands and agrees to those requirements. This information can be found in Information Circular 2021-18.
2. MGA agrees to the supervision requirements of Empire Life and will ensure they are followed and documented by the appointed supervisor. Should the appointed supervisor be changed, MGA will inform Empire Life immediately with the details of the new supervisor.
3. MGA has completed its own due diligence screening and confirms the advisor:
  - is of good character and reputation;
  - has the educational background appropriate to the responsibilities of an insurance agent;
  - is knowledgeable about the class of insurance they are licensed for; and
  - is qualified and suitable to act as an insurance agent.
4. MGA has reviewed the advisor's compliance program and is satisfied it is complete, up to date and implemented.
5. **For Newfoundland/Labrador requests only:** the applicant will be working full time in the financial services industry (minimum 21 hours or 3 days per week) and, in the first three years the advisor will only represent the sponsoring company, Empire Life. These requirements have been reviewed with the advisor and the advisor understands and agrees to these requirements. MGA will have monitoring in place to ensure requirements are met.

**By signing below, MGA is certifying that the above statements are true and Empire Life can rely on them in deciding whether to sponsor the advisor.**

Signature of MGA

X

Date

Name of signing authority for MGA - I have authority to sign on behalf of the MGA

Title

### Other Requirements:

- Compliance certification form completed by the advisor seeking sponsorship
- Contracting documentation for an advisor not yet contracted with Empire Life
- Copy of E&O certificate