Things To Know



Immediate Steps after "Basic Training"

Step 1: To Enroll Yourself as an Agent

- 1. Duly fill the Agent Declaration & Code of Conduct Form (See Snapshots on the next page)
 - Sign the documents yourself
 - Get the forms signed by 2 witnesses
- 2. Duly fill the Freelance Agent Agreement Retail Form
 - Sign the documents yourself
- 3. Share a copy of all Educational Documents
- 4. 2 Photographs
- 5. CNIC Copy

Dispatch all of the above to the following addresses:

- In case of Dispatch
 - Attention: Mr. Mirza Tayseer Berlas
 Address: TPL Life Insurance Limited, 33-C, Shahbaz
 Commercial Lane 4, Phase VI, DHA, Karachi
 Email to: mirza.tayseer@tpllife.com



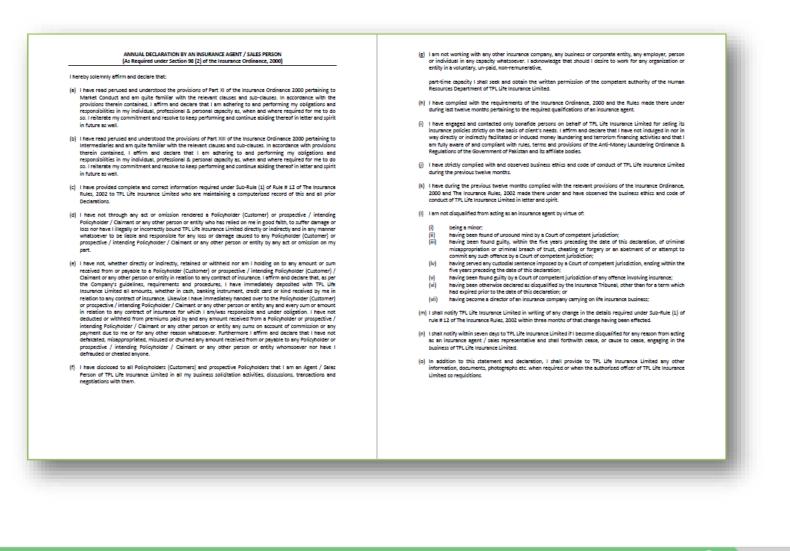


Code of Conduct Form



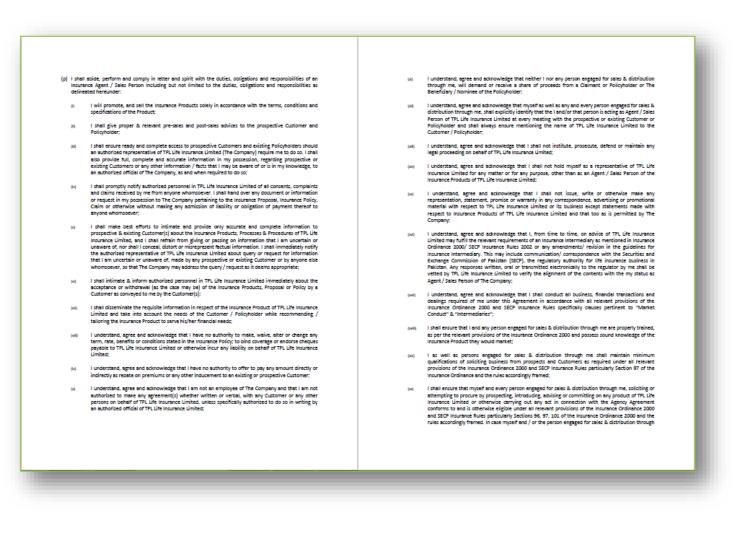


Agent Declaration Form



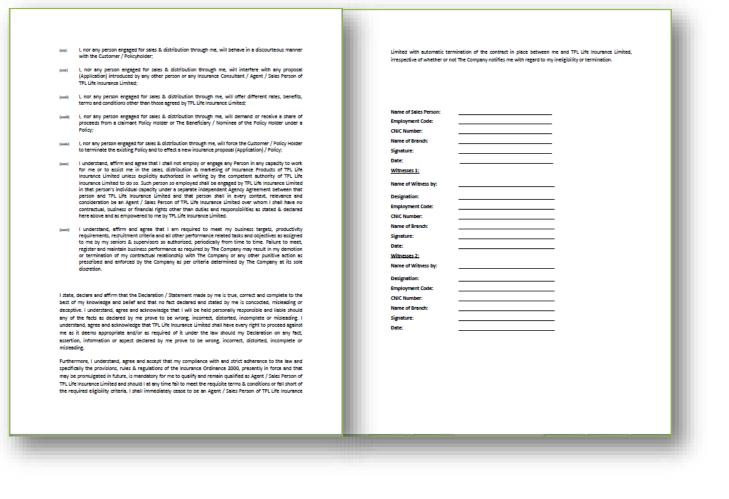


Agent Declaration Form





Agent Declaration Form



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Where will I get the Stationery From?

Once your Agent Profile along with a Valid Agent Code has been activated with in the TPL Life's Core Agency System:

- You may access the documents by visiting www.tpllife.com/tpllifemuavin:
 - Product Brochures (can be downloaded from www.tpllife.com/tpllifemuavin)
 - Application Forms (can be downloaded from www.tpllife.com/tpllifemuavin)
 - Illustration Software (can be downloaded from www.tpllife.com/tpllifemuavin)
 - Transmitter Form (can be downloaded from www.tpllife.com/tpllifemuavin)





The Process of Proposal Submission?

- When a successful sale is conducted i.e. where a Customer has agreed to buy an Insurance Plan, you will be required to dispatch the following documents to TPL Life Head Office:
 - 1. Duly filled & Signed Application/Proposal Form
 - To be signed by both Customer & Yourself (The Sales Agent)
 - 2. Duly filled and signed Illustration Sheet
 - To be signed by both Customer & Yourself (The Sales Agent)
 - 3. A copy of the CNIC of the customer
 - 4. Duly filled Transmittal Form
 - To be signed by Yourself (The Sales Agent) & Retail Distribution Head



- All duly filled and signed documents are to be dispatched at the following address from your respective city via courier:
 - \circ In case of Dispatch
 - Attention: Mr. Mirza Tayseer Berlas
 Address: TPL Life Insurance Limited, 33-C, Shahbaz Commercial Lane 4, Phase VI, DHA, Karachi
 Contact No: 0334 - 3694833
 Email to: mirza.tayseer@tpllife.com





THANK YOU

