



भारतीय जीवन बीमा निगम
LIFE INSURANCE CORPORATION OF INDIA

Agency Section, Marketing Department,
3rd floor, Central Office, "Yogakshema",
Jeevan Bima Marg, MUMBAI 400 021
Ph: - (022) – 66598333,34,38,39, Fax: - 22824386,
e-mail: -co_agency@licindia.com

Mktg./A/Club

04.08.2008

To
All Zonal Manager I/c. of Zones, Sr. / Divisional Manager I/c. of Divisions.

Re: Exercise of options by Chairman's Club Member Agents (M.Y. 2007-08).

It has been decided to call for the preferences from the eligible Chairman's Club Member Agents (New and Continued) for the Membership Year 2007-08 in respect of Chairman's Club Convention and other options.

As informed earlier vide our letter Ref: Mktg./A/Club dated 05.07.2008, the limit of reimbursement for visiting a place of choice has been enhanced from Rs.10,000/- to Rs.12500/- w.e.f. M.Y. 2007-08.

The following options are available for the Chairman's Club Member Agents for the Membership Year 2007-08:

1. Attending the Convention as per the details given below,
2. Visiting a place of their choice in India along with spouse and take reimbursement up to a maximum of Rs.12500/- for the same.
3. Attending a Training programme from a reputed Training Institute for which all inclusive Rs.15,000/- will be reimbursed.

The Venues of the Conventions are as following:

- For Chairman's Club Member agents of Northern Zone, North Central Zone, Central Zone, Eastern Zone and East Central Zone, Convention will be held at **Chandigarh** on **22.11.2008**.
- For Chairman's Club Member agents of Southern Zone, South Central Zone and Western Zone, Convention will be held at **Pune** on **06.12.2008**.

A proforma of the option form is enclosed with this letter which may be used for taking sufficient copies. If required, the same may also be translated into regional languages and circulated to the agents. The option forms must be obtained without fail.

Time Schedule for collection of Options from Chairman's Club Member Agents.

1.	Collection of Option forms (1+2) from the Chairman's Club Member Agents	14 th August, 2008
2.	Sending the Option forms (1+1) to the respective Divisions along with statement of options (No. under each option) and proforma*	18 th August, 2008
3.	Divisions to forward the consolidated statement of options (No. under each option) of all the Branches to the Zone along with proforma*.	22 nd August, 2008
4.	Zones to consolidate the data of Divisions and send a final statement of options (No. under each option) and proforma* to C.O. (statement to be faxed and data to be sent by e-mail also)	27 th August, 2008

***Proforma of the statement / data to be collected for the options:**

Sl. No. (1)	Name of the Club Member Agent (2)	Code No. (3)	Branch (4)	New/Contd. (5)	Option (6)
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Further, it is to be made clear to the Chairman's Club Member Agents that the option exercised by them will be final and they would not be allowed to change their option under any circumstance. In case a Chairman's Club Member Agent does not wish to give his / her option or fails to exercise the option within the stipulated period, the same has to be taken as option no.(3) i.e. opted for 'Training'.

Kindly ensure that the consolidated statement of options is received by the Central Office Marketing Dept. latest by 28th August, 2008.

Executive Director(Marketing)

Enclosure: Option Form

Option form for the Chairman’s Club Members (M.Y. 2007-08)

I, Shri / Smt. / Ms.Agency Code
No..... Branch Office Division Office
.....New / Continued Member select (write ‘Yes’) the following option for
the Membership Year 2007-08 :

1. I wish to attend the Convention organized at any place in India ()
- 2.* I wish to visit a place of choice in India for which maximum reimbursement of Rs.12500/- will be done ().
- 3.* I wish to attend training for which a maximum reimbursement of Rs.15,000/- (all inclusive) will be done. ().

***To be completed within the time period specified by Central Office**

.....
(Signature of Witness) (Signature of eligible Agent)

Witnessed by:

Shri / Smt. / Ms.
.....
.....

Note: (1) If no option is received within the prescribed time, it will be deemed that the agent has opted for attending Training as the abovementioned (3).
(2) The Option once exercised is final and change will not be allowed under any circumstances.