



भारतीय जीवन बीमा निगम
LIFE INSURANCE CORPORATION OF INDIA

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

Ref: Mktg./A/CCC 2012-13

19.07.2013

To

All Zonal Manager I/C of Zones and Sr./Divisional Managers

Re: Exercise of options by Chairman's Club Member Agents (M.Y. 2012-13)

It has been decided to call for the preferences from the eligible Chairman's Club Member Agents (New and Continued) for the Membership Year 2012-13 in respect of Chairman's Club Convention and other options.

The following options are available for the Chairman's Club Member Agents for the Membership Year 2012-13 :

- 1) Reimbursement towards Sales Promotional Gifts upto Rs 14000/- including expenses towards Customer Meet for his/her clients/Software CD/Infomediary packages/Software upgrades/Broadband connection charges/Stationary items.
- 2) Visiting a place of choice alongwith family members (Spouse/ Children/ Parents/ Parents-in-law) and taking reimbursement upto a maximum of Rs 14000/- based on the declaration stating the place visited of their choice subject to deduction of Income Tax as per rules.
- 3) Attending a training programme from reputed Training Institute for which an all inclusive amount of Rs 15000/- will be reimbursed.
- 4) Contribution of Rs 14000/- towards Samvardhan Pension Scheme.
- 5) **Attending the Convention :**
 - (a) **The Convention for the agents from South Central Zone and East Central Zone will be held at Delhi on 8th October 2013.**
 - (b) **The Convention for the agents from Eastern Zone, Western Zone and Central Zone will be held at Hyderabad on 21st October, 2013.**
 - (c) **The Convention for the agents from Northern Zone, North Central Zone and South Zone will be held at Kolkata on 12th November, 2013.**

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 | Till 31 st July, 2013 |
| 2. | Sending the Option forms (1+1) to the respective Divisions along with statement of options (No. under each option) and proforma* | Till 3 rd August, 2013 |
| 3. | Divisions to forward the consolidated statement of options (No. under each option) of all the Branches to the Zone along with proforma*. | Till 8 th August, 2013 |
| 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) | Till 14 th August, 2013 |

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

| Sr. No. | Name of the Club Member Agent | Code No. | Branch | New/Contd. | Option |
|---------|-------------------------------|----------|--------|------------|--------|
| | | | | | |
| | | | | | |

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 **19th August, 2013.**

You are requested to send details of the C.M's Club Member Agents who have entered the Chairman's Club during the **M.Y.1987-88** and are continuing till date. They will be honoured during the Conventions to be held at Delhi, Hyderabad and Kolkata and shall be entitled to all the facilities for attending the Convention as applicable to the C.M's Club Member Agents even though they do not opt for Convention. The data of the said agents should reach to Central Office on or before **31st July, 2013.**


Chief (Marketing)

Enclosure: Option Form

Option form for the Chairman's Club Members (M.Y. 2012-13)

I, Shri / Smt. / Ms.Agency Code
No..... Branch Office Division OfficeNew /
Continued Member select (write 'Yes') the following option for the Membership Year
2012-13:

1. I wish to state that I have spent Rs. _____ towards Customer Meet for my clients / Software CD / Infomediary packages / Software upgrades / Broadband connection charges / Stationery Items.

2. * I wish to visit a place of choice for which maximum reimbursement of Rs.14000/- will be done or reimbursement of Rs 14000/- based on the declaration stating the place visited of their choice subject to deduction of income tax as per rules.
().

3.* I wish to attend training for which a maximum reimbursement of Rs.15,000/- (all inclusive) will be done. ().

4. Contribution of Rs.14000/- towards Samvardhan Pension Scheme. (Only CM's Club Members having age less than 65 years completed as at the start of M.Y. 2012-13 will be eligible to exercise this option). ().

5. I wish to attend the Convention organized at any place in India ()

Kindly note that for all the above options, except for option 5, tax at source is to be deducted u/s 194D of the Income Tax Act, 1961.

***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.