



# THE NIGERIAN COUNCIL OF REGISTERED INSURANCE BROKERS

NCRIB SECRETARIAT: 58, MOLEYE STREET, ALAGOMEJI, YABA, LAGOS NIGERIA  
P.M.B. 1100 SABO YABA, LAGOS TEL: 01-2902868  
E-mail: info@ncrib.net www.ncrib.net



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17<sup>th</sup> November, 2022

TO ALL MEMBERS OF NCRIB

Dear Sir / Madam,

## CIRCULAR ON REQUIREMENTS FOR 2023 ISSUANCE OF MEMBERSHIP CLEARANCE CERTIFICATE

We wish to inform members that the following documents will be required by the Secretariat for processing of 2023 Membership Certificate.

1. Evidence of full payment of Annual Subscription and all outstanding dues.
2. Completed Data Update Form for 2023 duly signed by the CEO.
3. Original copy of the last NCRIB Certificate.
4. Copy of most recent NAICOM Licence.
5. Photo copy of 2021/2022 Audited Account.
6. Copy of the current Professional Indemnity Cover for the period of the Certificate being issued.
7. Evidence that the Company is a member of the Area / Chapter Committee.
8. Evidence that CEO is an Associate/Fellow of NCRIB.
9. 2022 Pencom Certificate (3 Staff and above)

Thank you.

TOPE ADARAMOLA  
EXECUTIVE SECRETARY / CEO

**NOTE:** Please Submit Complete documents to avoid delay in the issuance of your Membership Clearance Certificate.



Affiliate of British Insurance  
Brokers Association