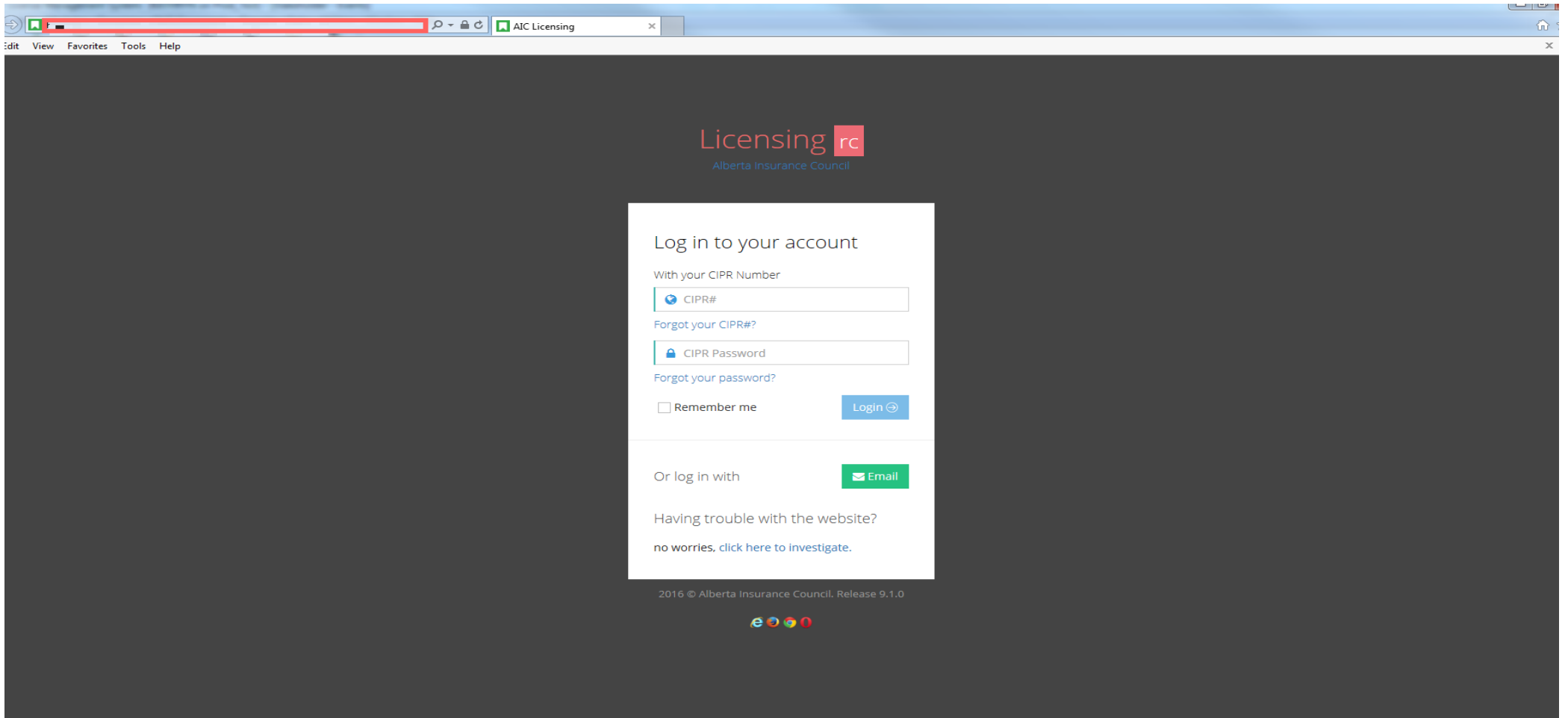




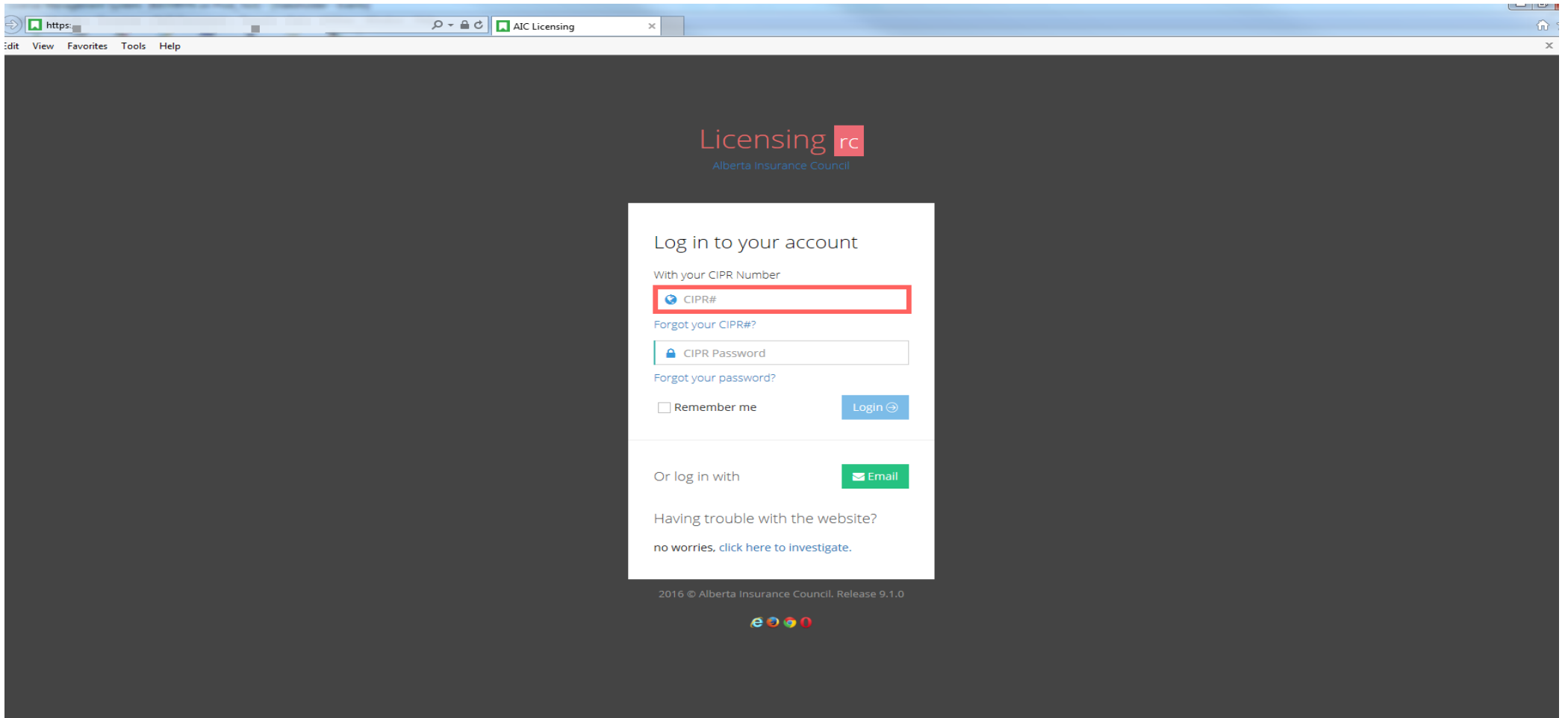
Open <https://licensing.abcouncil.ab.ca/#/login/with/cipr> in your favorite browser



The screenshot shows a web browser window with the URL <https://licensing.abcouncil.ab.ca/#/login/with/cipr>. The page features the "Licensing rc" logo for the Alberta Insurance Council. The main content is a login form titled "Log in to your account". It includes two input fields: "CIPR#" and "CIPR Password", each with a "Forgot your CIPR#?" or "Forgot your password?" link below it. There is a "Remember me" checkbox and a "Login" button. Below the form, there is an "Or log in with" section with an "Email" button. At the bottom, there is a link for "Having trouble with the website? no worries, click here to investigate." and a footer with the text "2016 © Alberta Insurance Council. Release 9.1.0" and browser icons.



Enter your CIPR#



https:// AIC Licensing

File Edit View Favorites Tools Help

Licensing rc
Alberta Insurance Council

Log in to your account

With your CIPR Number

CIPR#

Forgot your CIPR#?

CIPR Password

Forgot your password?

Remember me [Login](#)

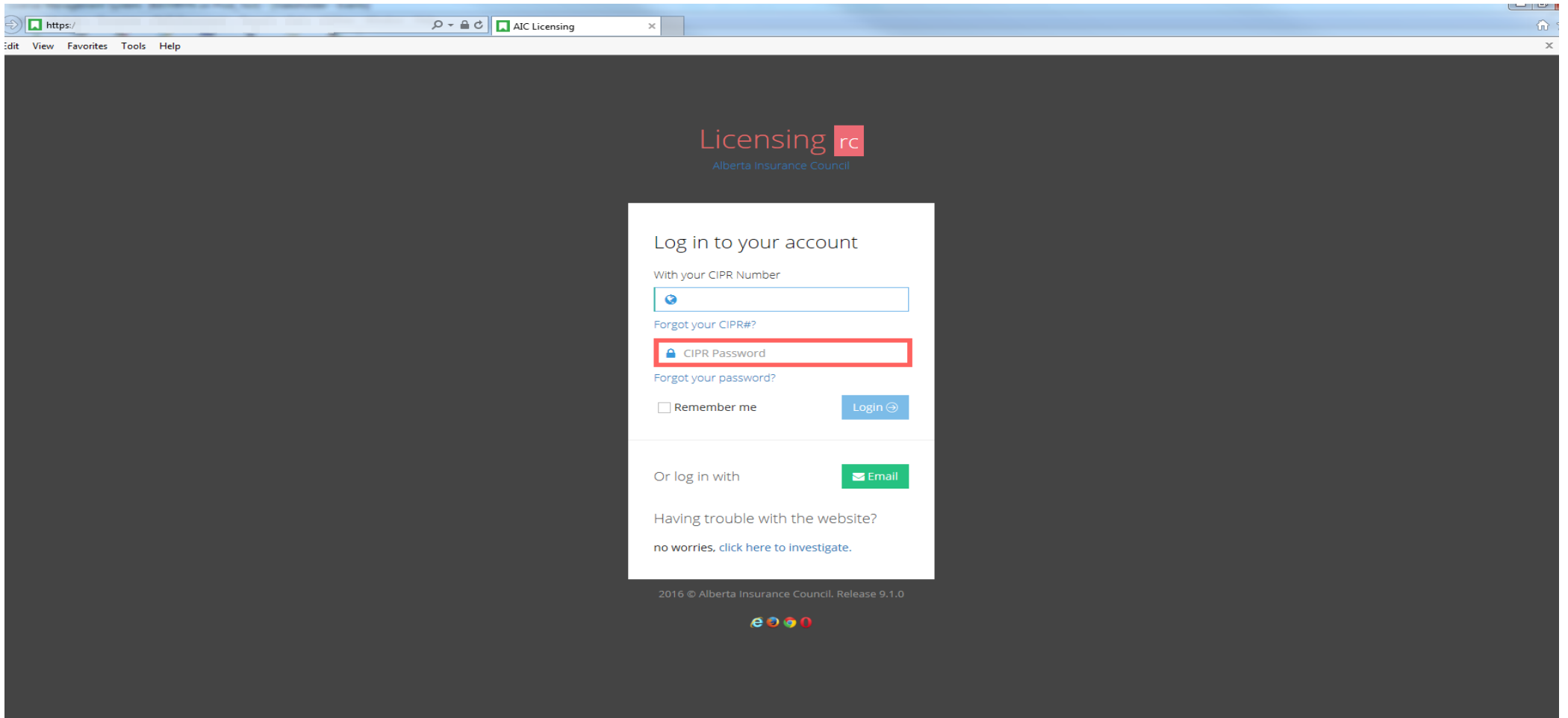
Or log in with [Email](#)

Having trouble with the website?
no worries, click here to investigate.

2016 © Alberta Insurance Council. Release 9.1.0



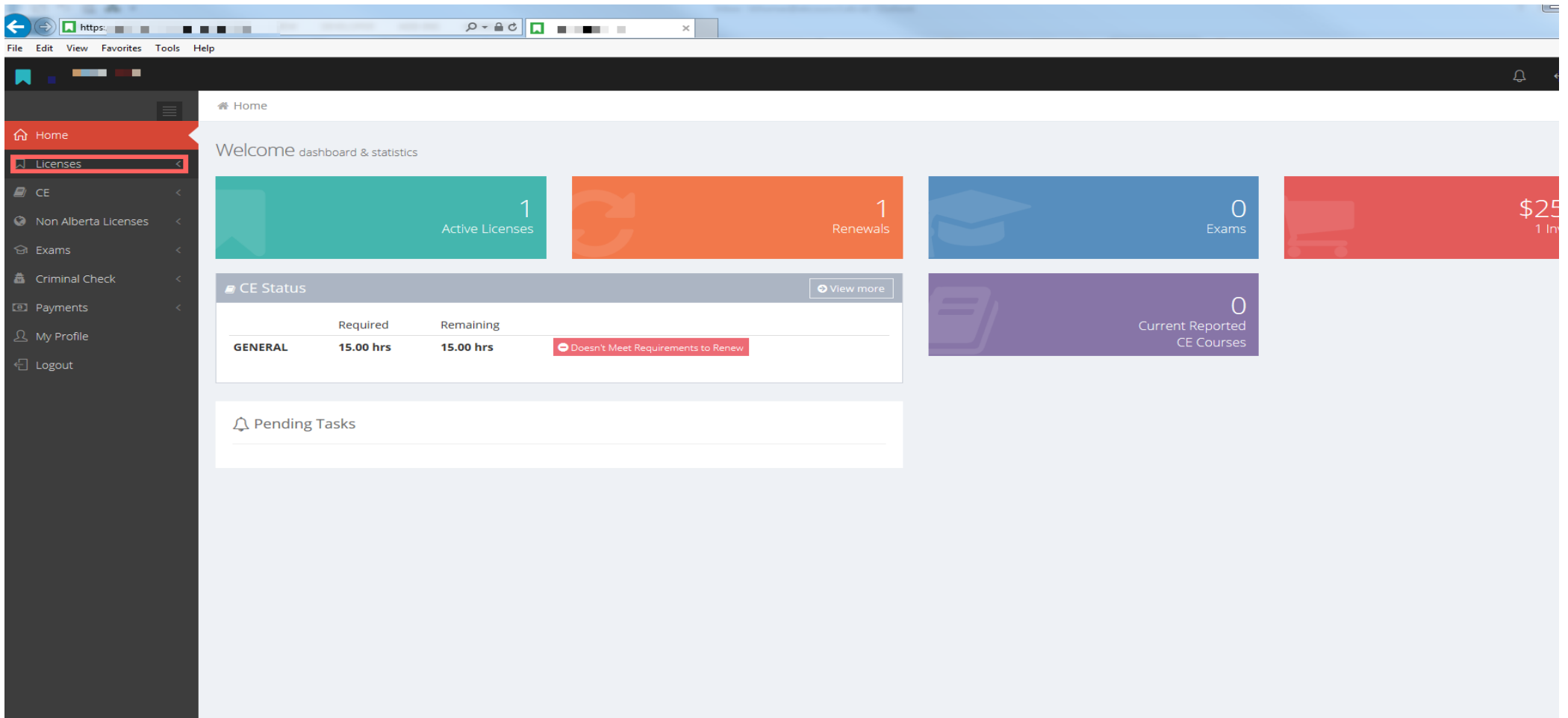
Enter your password, click Login



The screenshot shows a web browser window with the URL "https://AIC Licensing". The page features the "Licensing rc" logo for the Alberta Insurance Council. The main content is a login form titled "Log in to your account". It includes a "With your CIPR Number" section with a text input field and a "Forgot your CIPR#?" link. Below this is a "CIPR Password" section with a password input field highlighted by a red rectangle and a "Forgot your password?" link. There are "Remember me" and "Login" buttons. An "Or log in with" section contains an "Email" button. At the bottom, there is a link for "Having trouble with the website?" and a copyright notice: "2016 © Alberta Insurance Council. Release 9.1.0".



Click Licenses



File Edit View Favorites Tools Help

Home

Welcome dashboard & statistics

1 Active Licenses

1 Renewals

0 Exams

\$25
1 In

CE Status [View more](#)

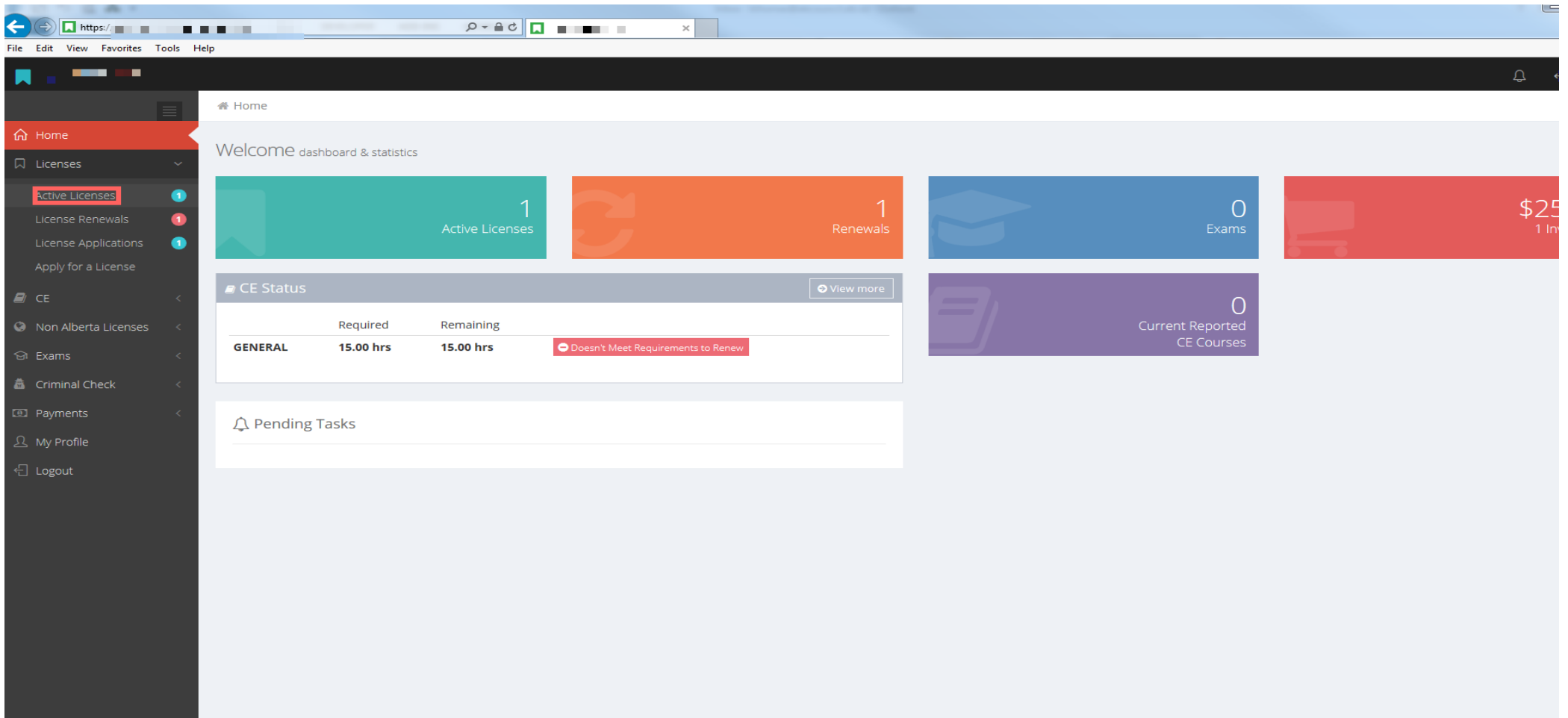
	Required	Remaining	
GENERAL	15.00 hrs	15.00 hrs	Doesn't Meet Requirements to Renew

0 Current Reported CE Courses

Pending Tasks



Click Active Licenses

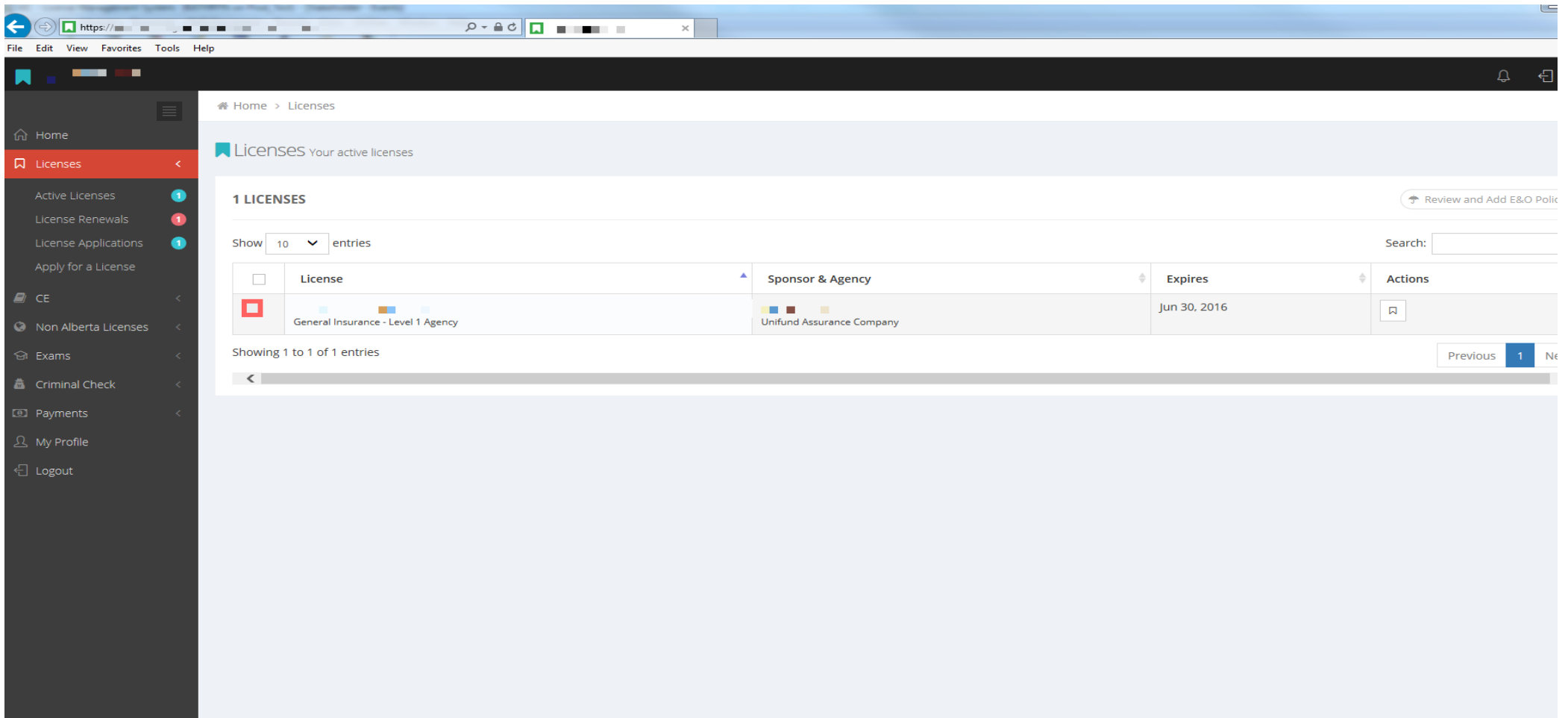


The screenshot shows a web browser window displaying the Alberta Insurance Council dashboard. The browser's address bar shows a URL starting with 'https://'. The dashboard has a dark sidebar on the left with a navigation menu. The 'Active Licenses' item is highlighted with a red background. The main content area is titled 'Welcome dashboard & statistics' and features several summary cards: 'Active Licenses' (1), 'Renewals' (1), 'Exams' (0), and 'Current Reported CE Courses' (0). Below these is a 'CE Status' table and a 'Pending Tasks' section.

	Required	Remaining	
GENERAL	15.00 hrs	15.00 hrs	Doesn't Meet Requirements to Renew



Select licenses to add E&O to

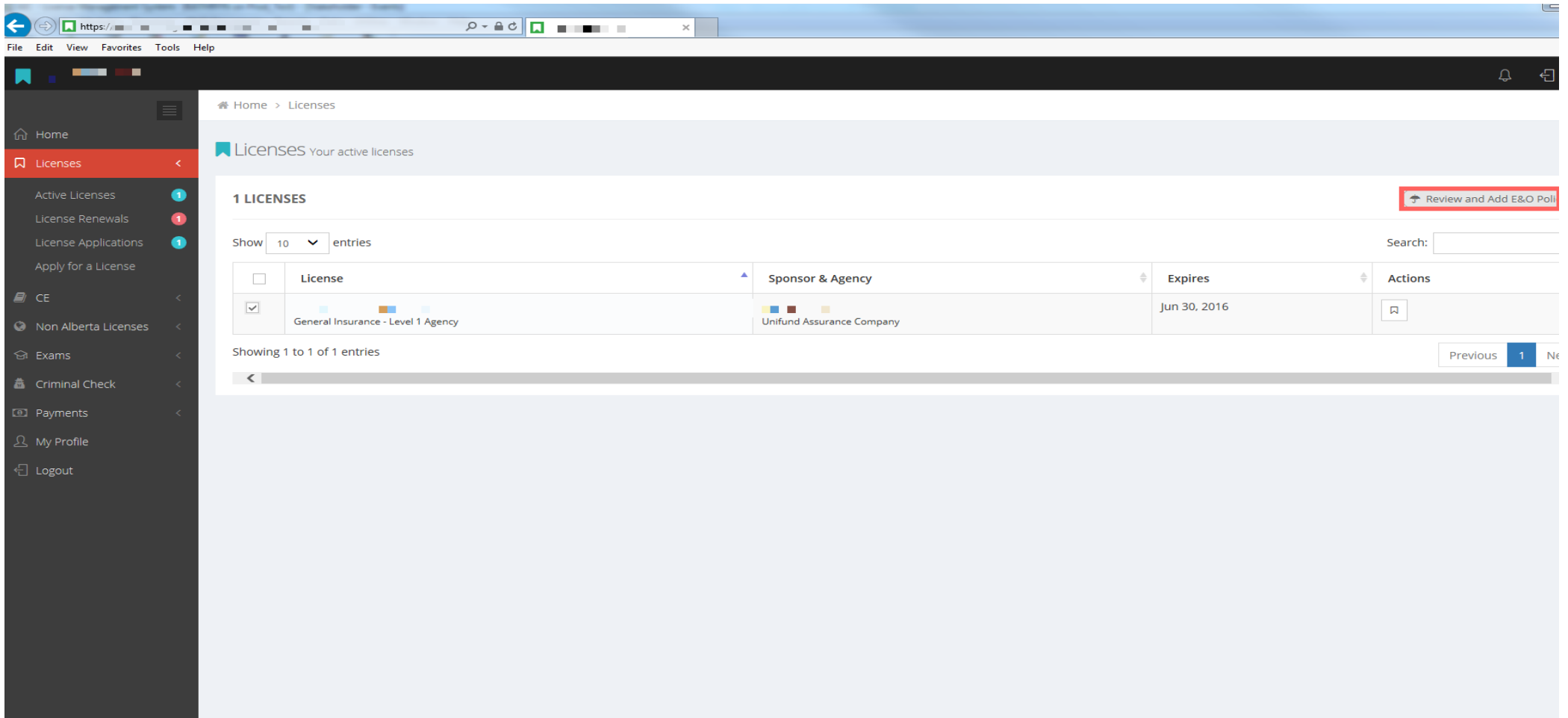


The screenshot shows a web browser window displaying the 'Licenses' page. The browser's address bar shows a URL starting with 'https://'. The page has a dark sidebar on the left with navigation options: Home, Licenses (selected), Active Licenses (1), License Renewals (1), License Applications (1), Apply for a License, CE, Non Alberta Licenses, Exams, Criminal Check, Payments, My Profile, and Logout. The main content area is titled 'Licenses Your active licenses' and shows '1 LICENSES'. A table lists the active license with columns for License, Sponsor & Agency, Expires, and Actions. The license is 'General Insurance - Level 1 Agency' with 'Unifund Assurance Company' as the sponsor and an expiration date of 'Jun 30, 2016'. A red square highlights the checkbox in the License column. A 'Review and Add E&O Policy' button is visible in the top right of the table area. Below the table, it says 'Showing 1 to 1 of 1 entries' and includes pagination controls for 'Previous', '1', and 'Next'.

License	Sponsor & Agency	Expires	Actions
<input checked="" type="checkbox"/> General Insurance - Level 1 Agency	Unifund Assurance Company	Jun 30, 2016	<input type="button" value="Review and Add E&O Policy"/>



Click Review and Add E&O Policies



Home > Licenses

Licenses Your active licenses

1 LICENSES [Review and Add E&O Policies](#)

Show 10 entries Search:

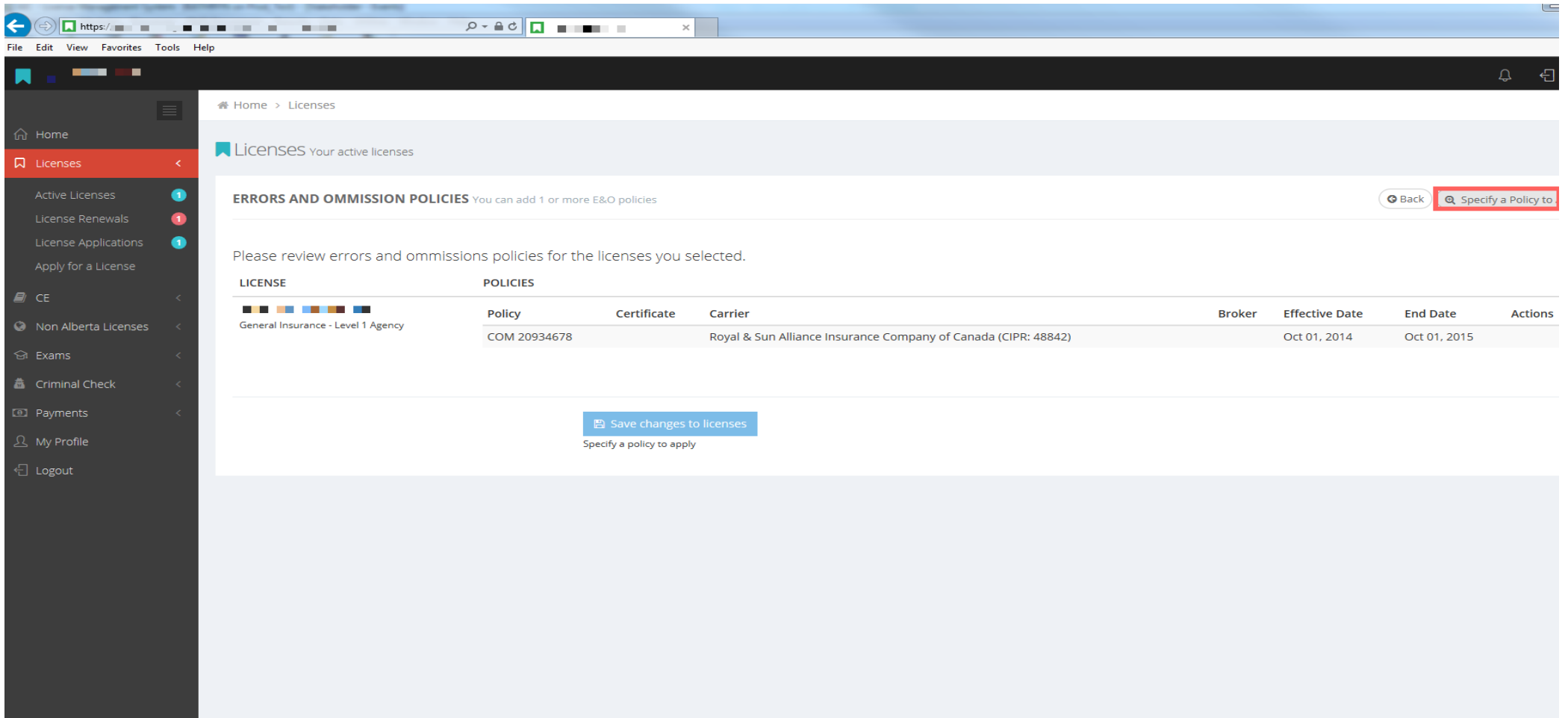
<input type="checkbox"/>	License	Sponsor & Agency	Expires	Actions
<input checked="" type="checkbox"/>	General Insurance - Level 1 Agency	Unifund Assurance Company	Jun 30, 2016	Review and Add E&O Policies

Showing 1 to 1 of 1 entries

Previous 1 Next



Click Specify a Policy to Add



Home > Licenses

Licenses Your active licenses

ERRORS AND OMISSION POLICIES You can add 1 or more E&O policies Back Specify a Policy to Add

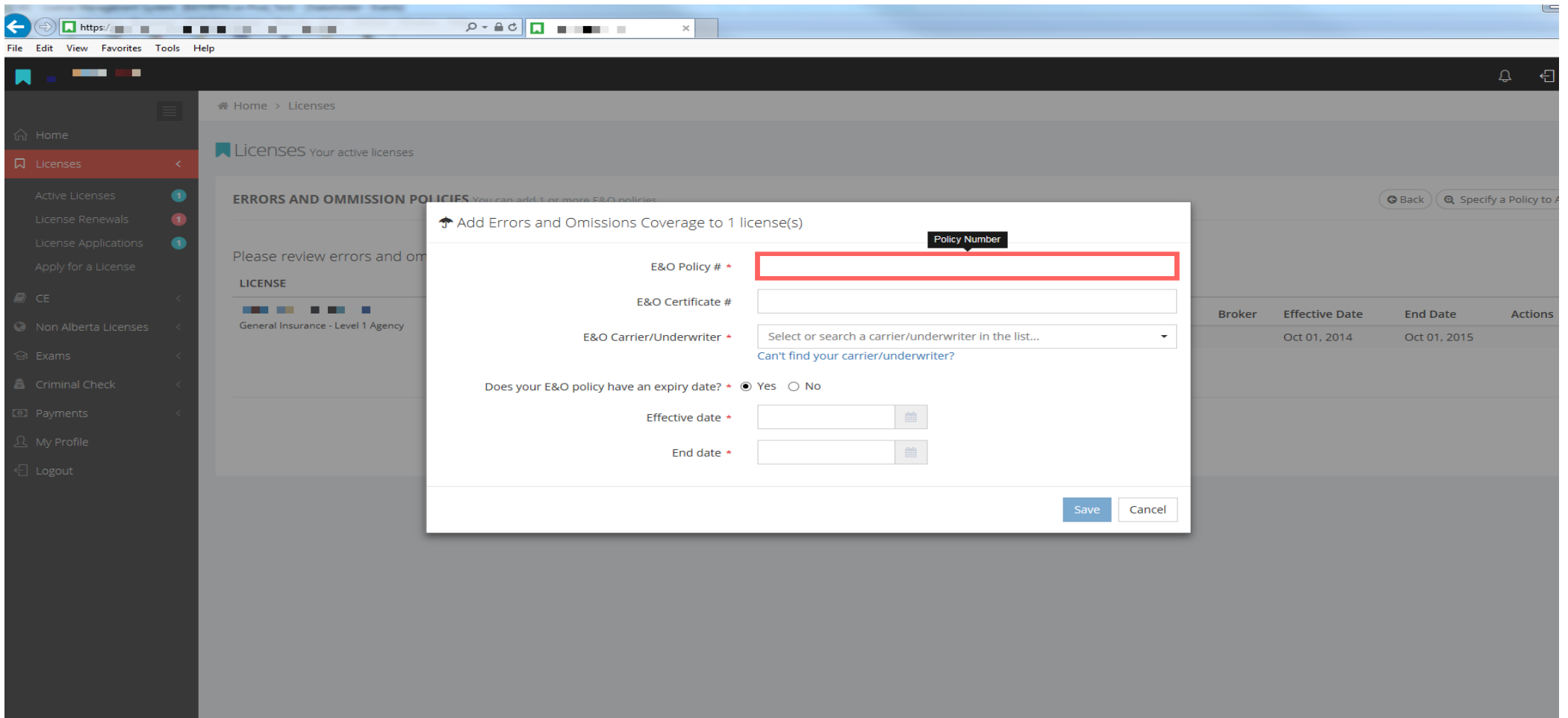
Please review errors and omissions policies for the licenses you selected.

LICENSE	POLICIES			Broker	Effective Date	End Date	Actions
	Policy	Certificate	Carrier				
General Insurance - Level 1 Agency	COM 20934678		Royal & Sun Alliance Insurance Company of Canada (CIPR: 48842)		Oct 01, 2014	Oct 01, 2015	

[Save changes to licenses](#)
Specify a policy to apply



Enter Policy number



Home > Licenses

Licenses Your active licenses

ERRORS AND OMISSION POLICIES You can add 1 or more E&O policies

Please review errors and om

LICENSE

General Insurance - Level 1 Agency

Add Errors and Omissions Coverage to 1 license(s)

E&O Policy # *

E&O Certificate #

E&O Carrier/Underwriter *
[Can't find your carrier/underwriter?](#)

Does your E&O policy have an expiry date? * Yes No

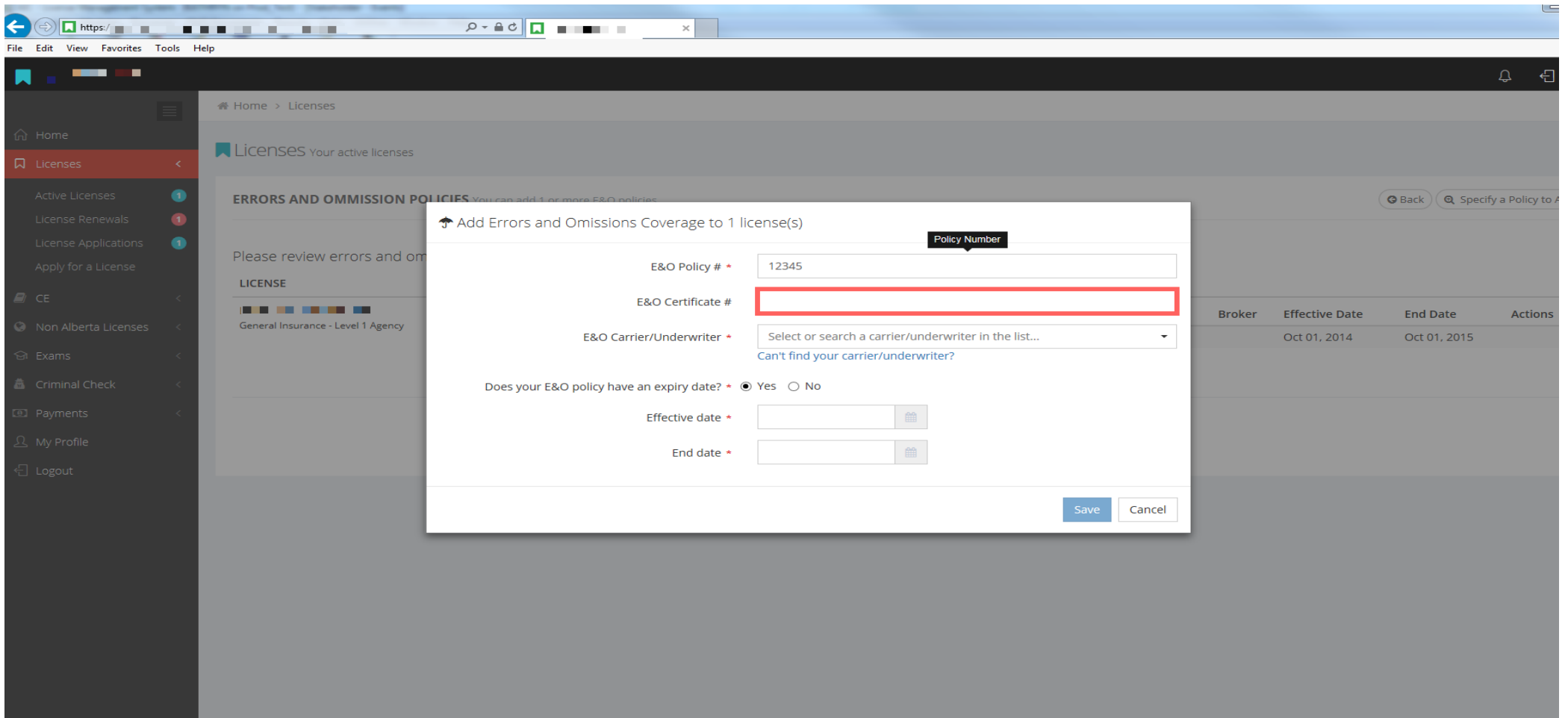
Effective date *

End date *

Broker	Effective Date	End Date	Actions
	Oct 01, 2014	Oct 01, 2015	



Enter Certificate number if applicable



Home > Licenses

Licenses Your active licenses

ERRORS AND OMISSION POLICIES You can add 1 or more E&O policies

Please review errors and omissions

LICENSE

General Insurance - Level 1 Agency

Add Errors and Omissions Coverage to 1 license(s)

E&O Policy # * 12345

E&O Certificate # *

E&O Carrier/Underwriter * Select or search a carrier/underwriter in the list...
[Can't find your carrier/underwriter?](#)

Does your E&O policy have an expiry date? * Yes No

Effective date *

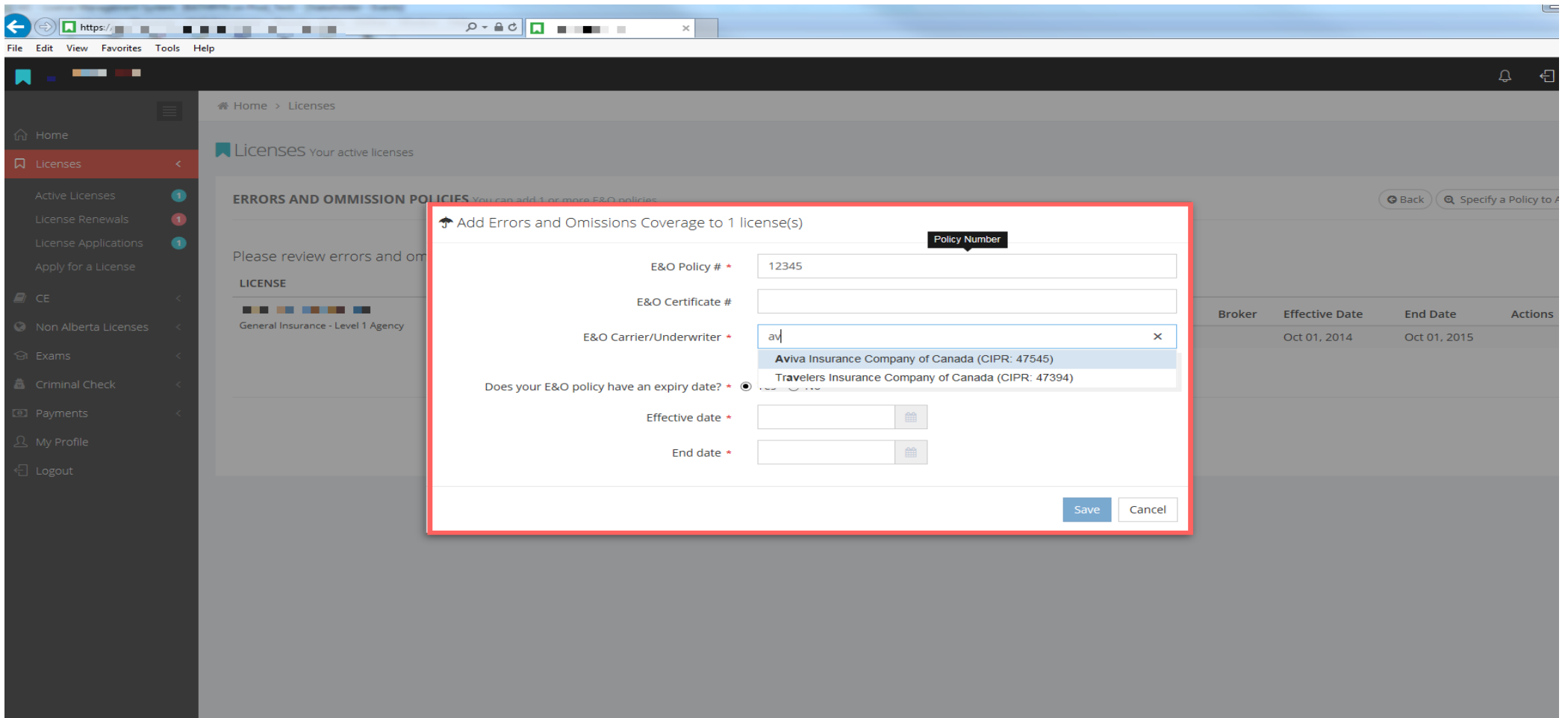
End date *

Save Cancel

Broker	Effective Date	End Date	Actions
	Oct 01, 2014	Oct 01, 2015	



Begin typing Carrier (Insurer) name. Select Carrier from search list



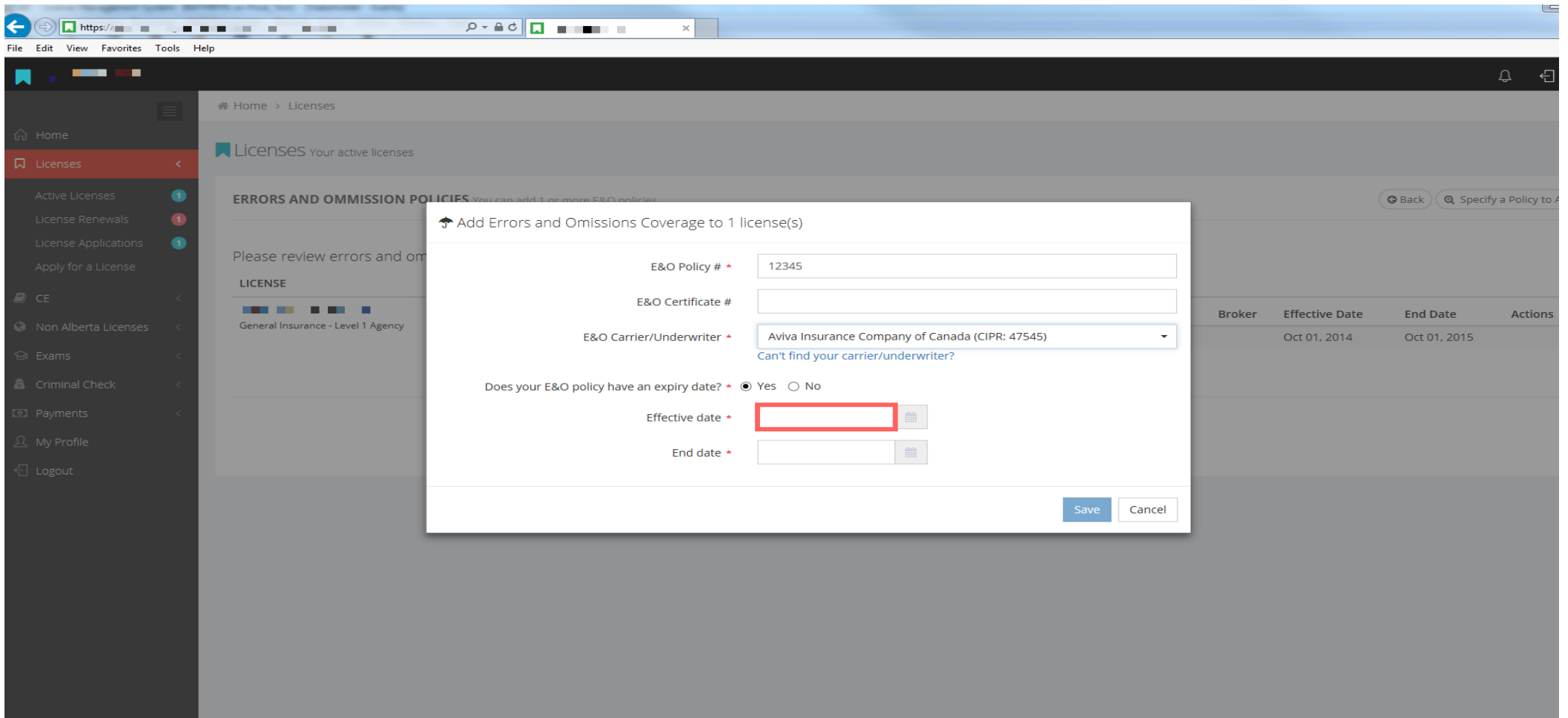
The screenshot shows a web browser window displaying the 'Licenses' section of the Alberta Insurance Council portal. A modal dialog box titled 'Add Errors and Omissions Coverage to 1 license(s)' is open, allowing the user to add E&O policies. The dialog contains the following fields and options:

- E&O Policy # ***: Text input field containing '12345'. A tooltip labeled 'Policy Number' points to this field.
- E&O Certificate #**: Empty text input field.
- E&O Carrier/Underwriter ***: Text input field containing 'av'. A dropdown menu is open below it, showing two options: 'Aviva Insurance Company of Canada (CIPR: 47545)' and 'Travelers Insurance Company of Canada (CIPR: 47394)'. The first option is highlighted.
- Does your E&O policy have an expiry date? ***: Radio button options, with the first option selected.
- Effective date ***: Text input field with a calendar icon.
- End date ***: Text input field with a calendar icon.
- Buttons**: 'Save' and 'Cancel' buttons at the bottom right.

The background shows the 'Licenses' page with a table of active licenses. The table has columns for 'Broker', 'Effective Date', 'End Date', and 'Actions'. One license is visible with an effective date of 'Oct 01, 2014' and an end date of 'Oct 01, 2015'.



Click Effective date to open calendar



Home > Licenses

Licenses Your active licenses

ERRORS AND OMISSION POLICIES You can add 1 or more E&O policies

Please review errors and om

LICENSE

General Insurance - Level 1 Agency


⊕ Add Errors and Omissions Coverage to 1 license(s)


E&O Policy # * 12345

E&O Certificate #

E&O Carrier/Underwriter * Aviva Insurance Company of Canada (CIPR: 47545)
[Can't find your carrier/underwriter?](#)

Does your E&O policy have an expiry date? * Yes No

Effective date * 

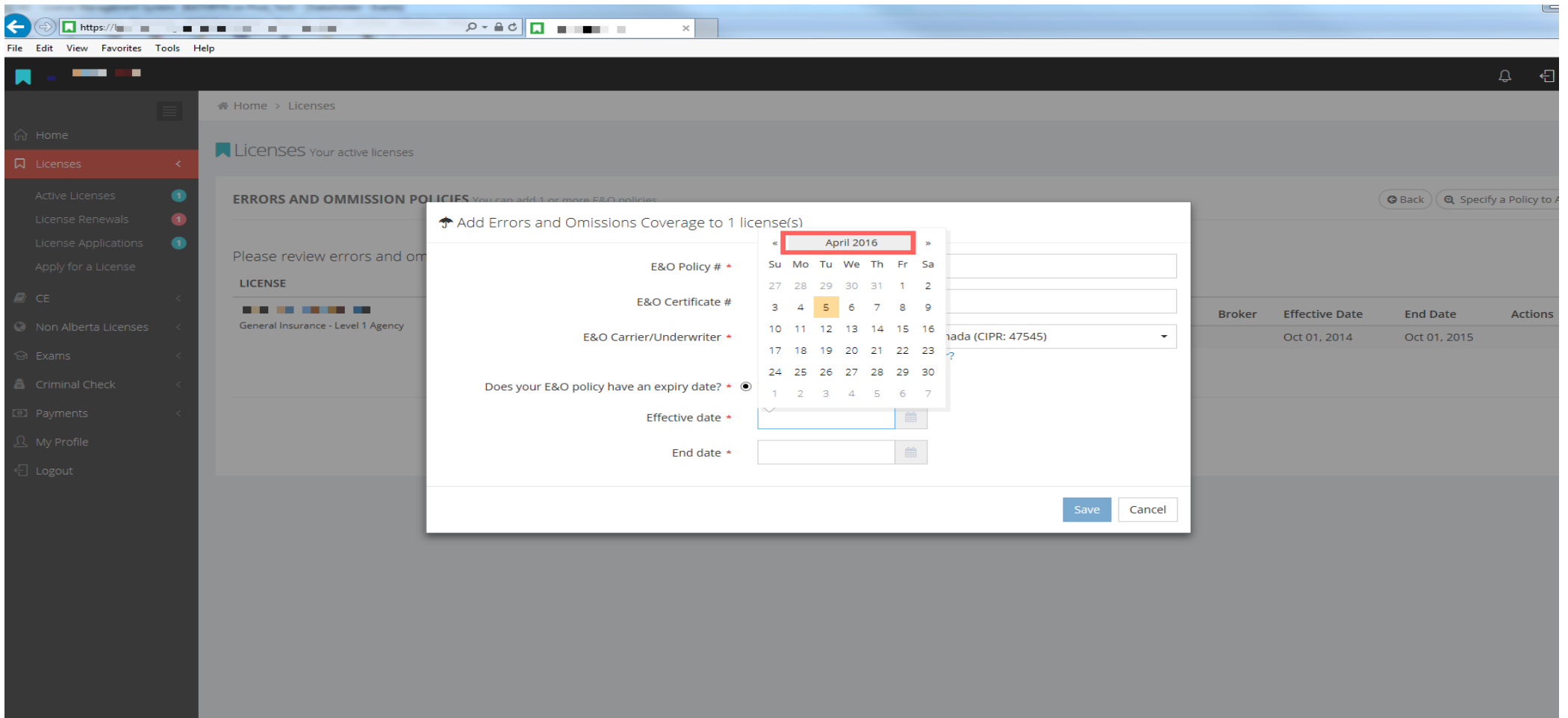
End date * 

Save Cancel

Broker	Effective Date	End Date	Actions
	Oct 01, 2014	Oct 01, 2015	



Click Month-Year to change view to months



Home > Licenses

Licenses Your active licenses

ERRORS AND OMISSION POLICIES You can add 1 or more E&O policies

Please review errors and om

LICENSE

General Insurance - Level 1 Agency

Add Errors and Omissions Coverage to 1 license(s)

E&O Policy # *

E&O Certificate #

E&O Carrier/Underwriter *

Does your E&O policy have an expiry date? *

Effective date *

End date *

« April 2016 »

Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
1	2	3	4	5	6	7

Canada (CIPR: 47545)

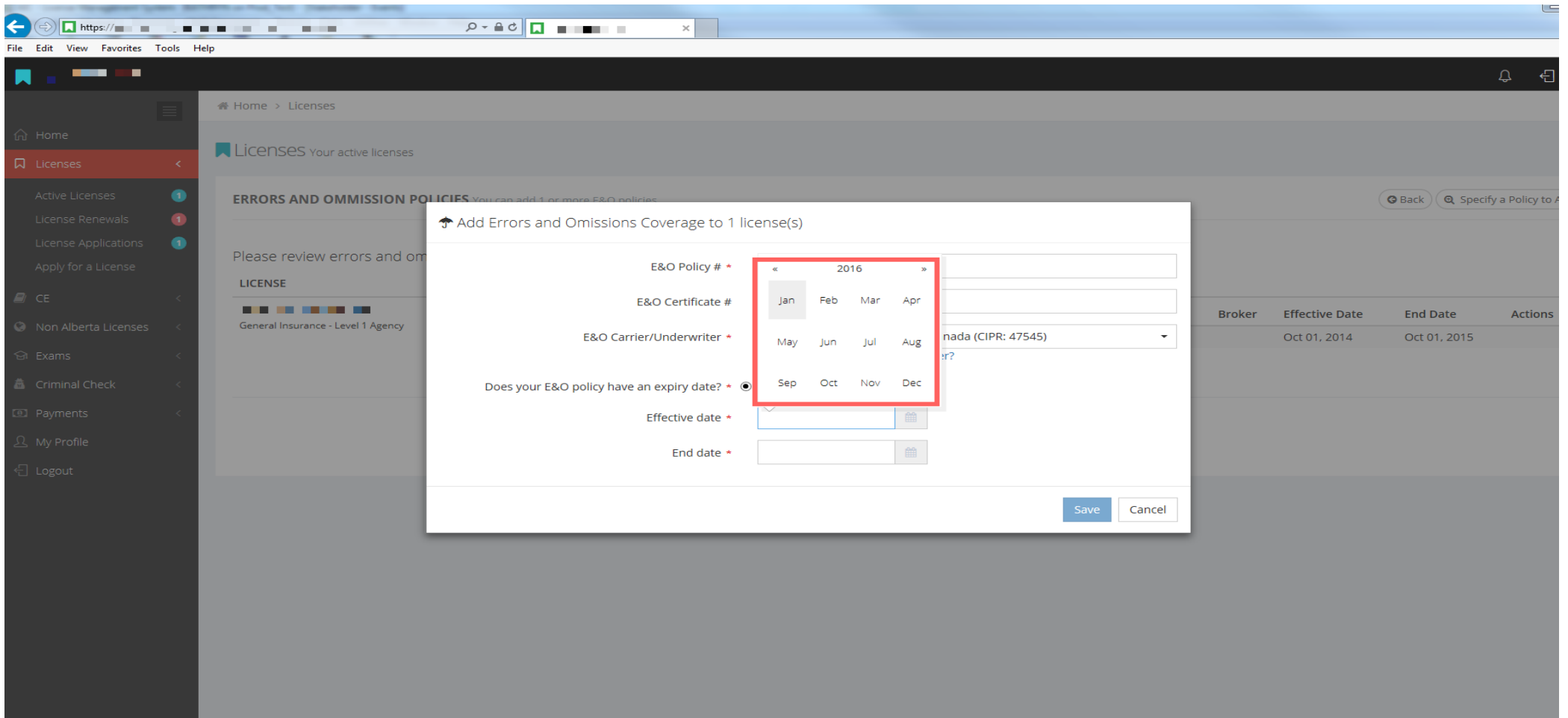
Broker Effective Date End Date Actions

Broker	Effective Date	End Date	Actions
	Oct 01, 2014	Oct 01, 2015	

Save Cancel



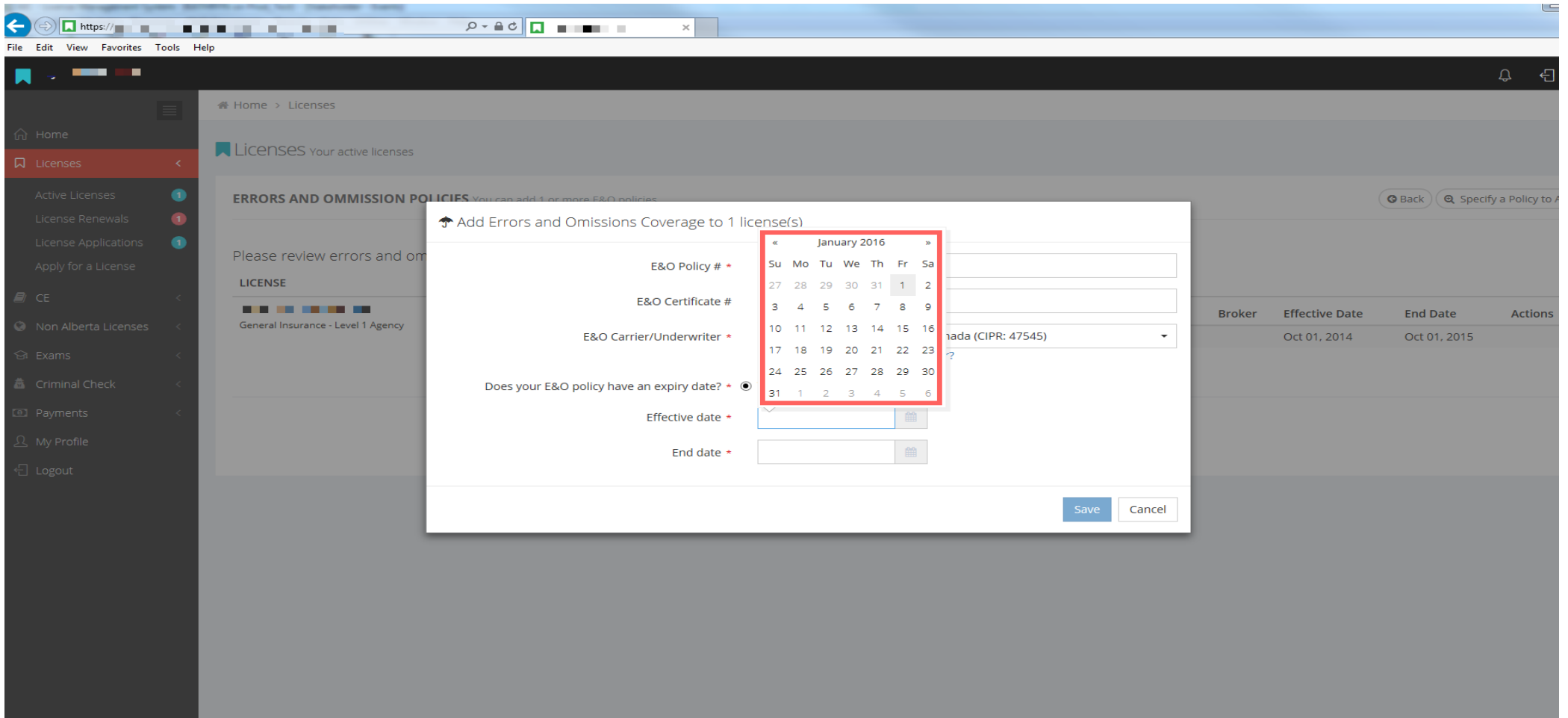
Click applicable Month



The screenshot shows a web application interface for managing licenses. A modal window titled "Add Errors and Omissions Coverage to 1 license(s)" is open. The modal contains several fields: "E&O Policy #", "E&O Certificate #", "E&O Carrier/Underwriter", "Does your E&O policy have an expiry date?" (with a radio button selected), "Effective date", and "End date". A calendar for the year 2016 is displayed, with the month of January highlighted. The background shows a sidebar with navigation options like "Home", "Licenses", "Active Licenses", "License Renewals", "License Applications", "Apply for a License", "CE", "Non Alberta Licenses", "Exams", "Criminal Check", "Payments", "My Profile", and "Logout". The main content area shows "ERRORS AND OMISSION POLICIES" and a table with columns "Broker", "Effective Date", "End Date", and "Actions".



Click applicable date



Home > Licenses

Licenses Your active licenses

ERRORS AND OMISSION POLICIES You can add 1 or more E&O policies

Please review errors and om

LICENSE

General Insurance - Level 1 Agency

Add Errors and Omissions Coverage to 1 license(s)

E&O Policy # *

E&O Certificate #

E&O Carrier/Underwriter *

Does your E&O policy have an expiry date? *

Effective date *

End date *

January 2016

Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

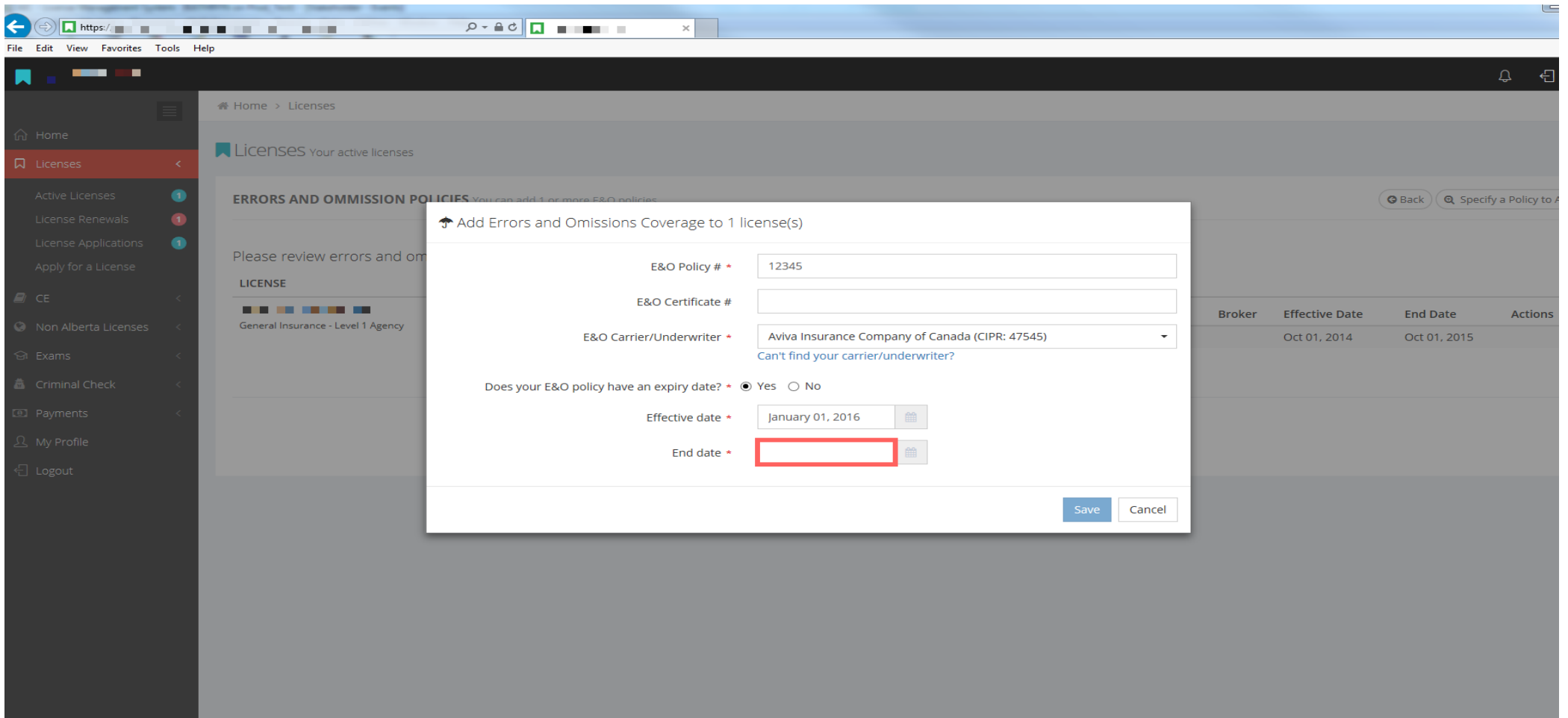
Canada (CIPR: 47545)

Broker	Effective Date	End Date	Actions
	Oct 01, 2014	Oct 01, 2015	

Save Cancel



Click End date (TIP: most policies will have an expiry date)



The screenshot shows a web browser window displaying the 'Licenses' section of the Alberta Insurance Council portal. A modal dialog box titled 'Add Errors and Omissions Coverage to 1 license(s)' is open. The dialog contains the following fields and options:

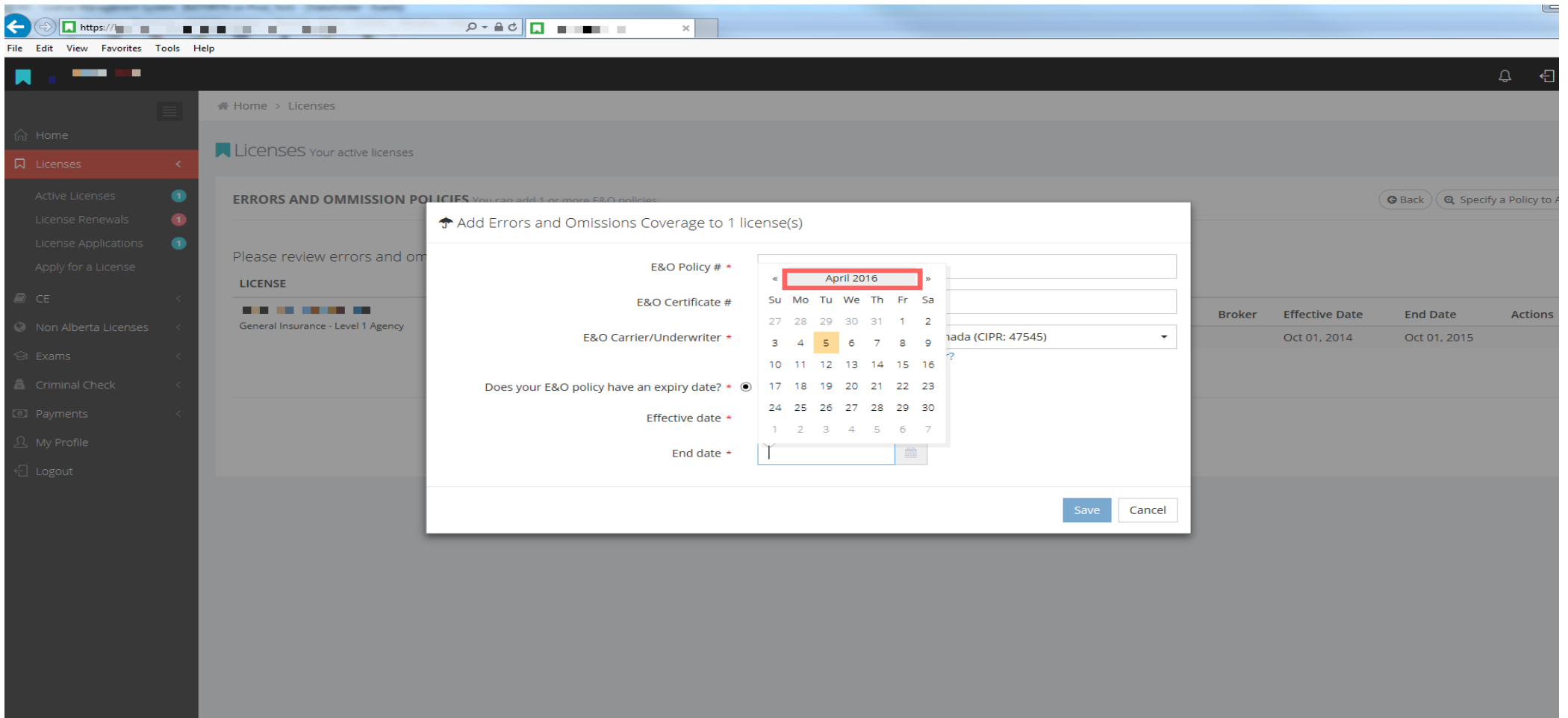
- E&O Policy # *: 12345
- E&O Certificate # : (empty)
- E&O Carrier/Underwriter *: Aviva Insurance Company of Canada (CIPR: 47545)
- Does your E&O policy have an expiry date? *: Yes No
- Effective date *: January 01, 2016
- End date *: (empty, highlighted with a red box)

Buttons for 'Save' and 'Cancel' are located at the bottom right of the dialog. In the background, a table lists active licenses with columns for Broker, Effective Date, End Date, and Actions.

Broker	Effective Date	End Date	Actions
	Oct 01, 2014	Oct 01, 2015	



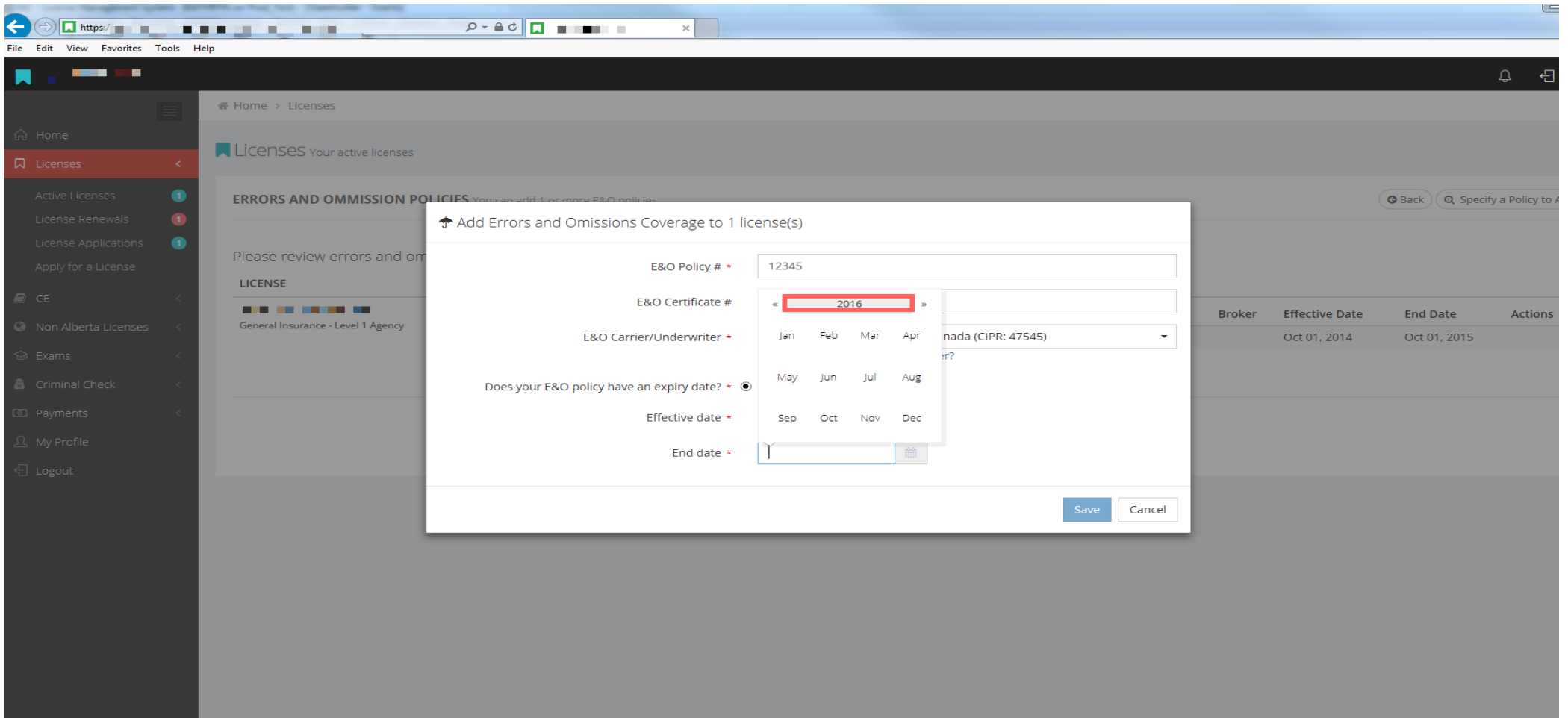
Click Month - Year



The screenshot shows a web browser window with a URL bar and a menu (File, Edit, View, Favorites, Tools, Help). The main content area is a dashboard for "Licenses" with a sidebar on the left containing navigation options like Home, Licenses, Active Licenses, License Renewals, License Applications, Apply for a License, CE, Non Alberta Licenses, Exams, Criminal Check, Payments, My Profile, and Logout. The main content area displays "ERRORS AND OMISSION POLICIES" and a table with columns for Broker, Effective Date, End Date, and Actions. A modal dialog box is open in the center, titled "Add Errors and Omissions Coverage to 1 license(s)". The dialog contains several input fields: "E&O Policy #", "E&O Certificate #", "E&O Carrier/Underwriter" (with a dropdown menu showing "Canada (CIPR: 47545)"), "Does your E&O policy have an expiry date?" (with a radio button selected), "Effective date", and "End date". A calendar is displayed over the "Effective date" field, showing the month of April 2016. The date "5" (April 5th) is highlighted in yellow, and the month/year "April 2016" is highlighted in a red box. "Save" and "Cancel" buttons are at the bottom right of the dialog.



Click Year to change to Year view



Home > Licenses

Licenses Your active licenses

ERRORS AND OMISSION POLICIES You can add 1 or more E&O policies

Please review errors and om

LICENSE

General Insurance - Level 1 Agency

Back Specify a Policy to A

↑ Add Errors and Omissions Coverage to 1 license(s)

E&O Policy # * 12345

E&O Certificate # « 2016 »

E&O Carrier/Underwriter * Jan Feb Mar Apr Canada (CIPR: 47545)

Does your E&O policy have an expiry date? * May Jun Jul Aug

Effective date * Sep Oct Nov Dec

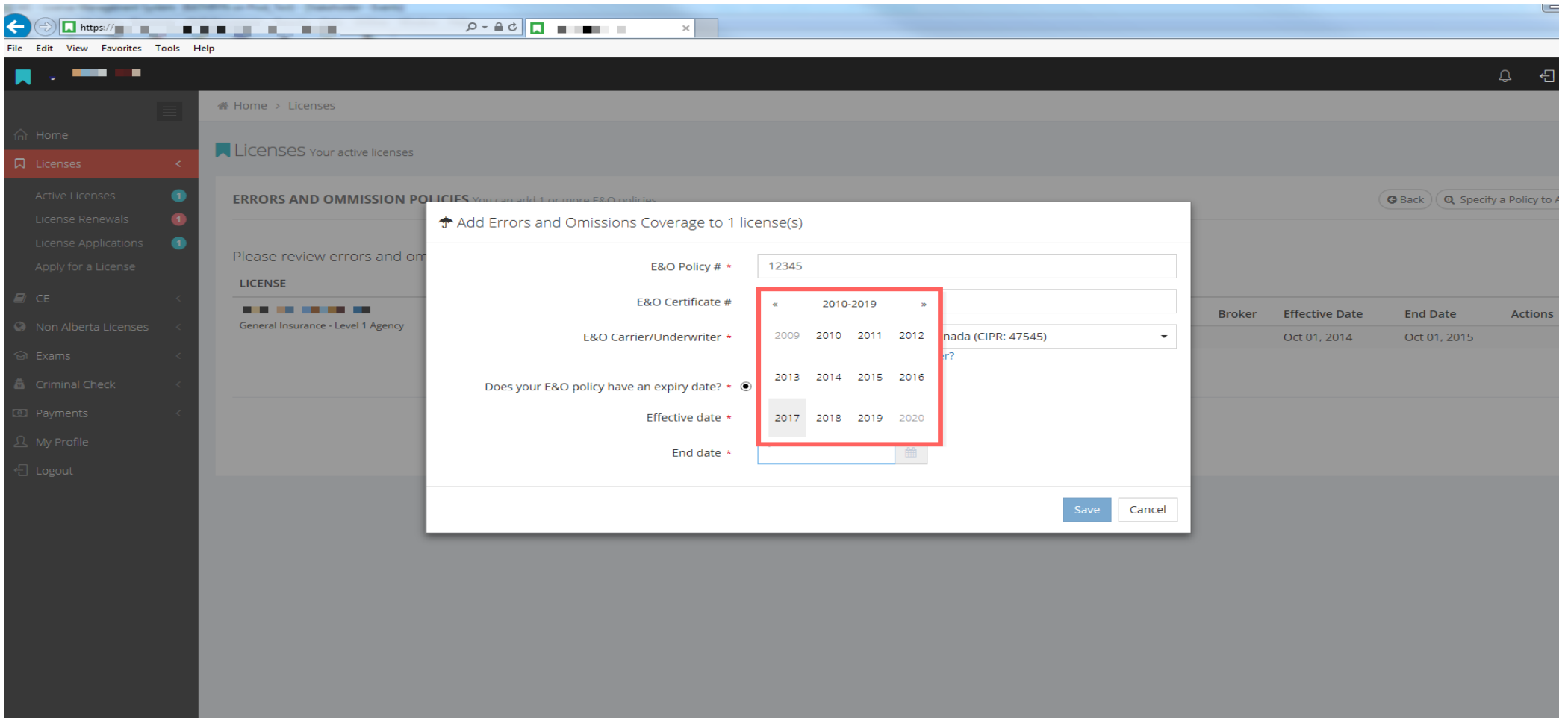
End date *

Save Cancel

Broker	Effective Date	End Date	Actions
	Oct 01, 2014	Oct 01, 2015	



Select Year policy expires



Home > Licenses

Licenses Your active licenses

ERRORS AND OMISSION POLICIES You can add 1 or more E&O policies

Please review errors and om

LICENSE

General Insurance - Level 1 Agency

Back Specify a Policy to A

Add Errors and Omissions Coverage to 1 license(s)

E&O Policy # * 12345

E&O Certificate # « 2010-2019 »

E&O Carrier/Underwriter * 2009 2010 2011 2012 Canada (CIPR: 47545)

Does your E&O policy have an expiry date? * 2013 2014 2015 2016

Effective date * 2017 2018 2019 2020

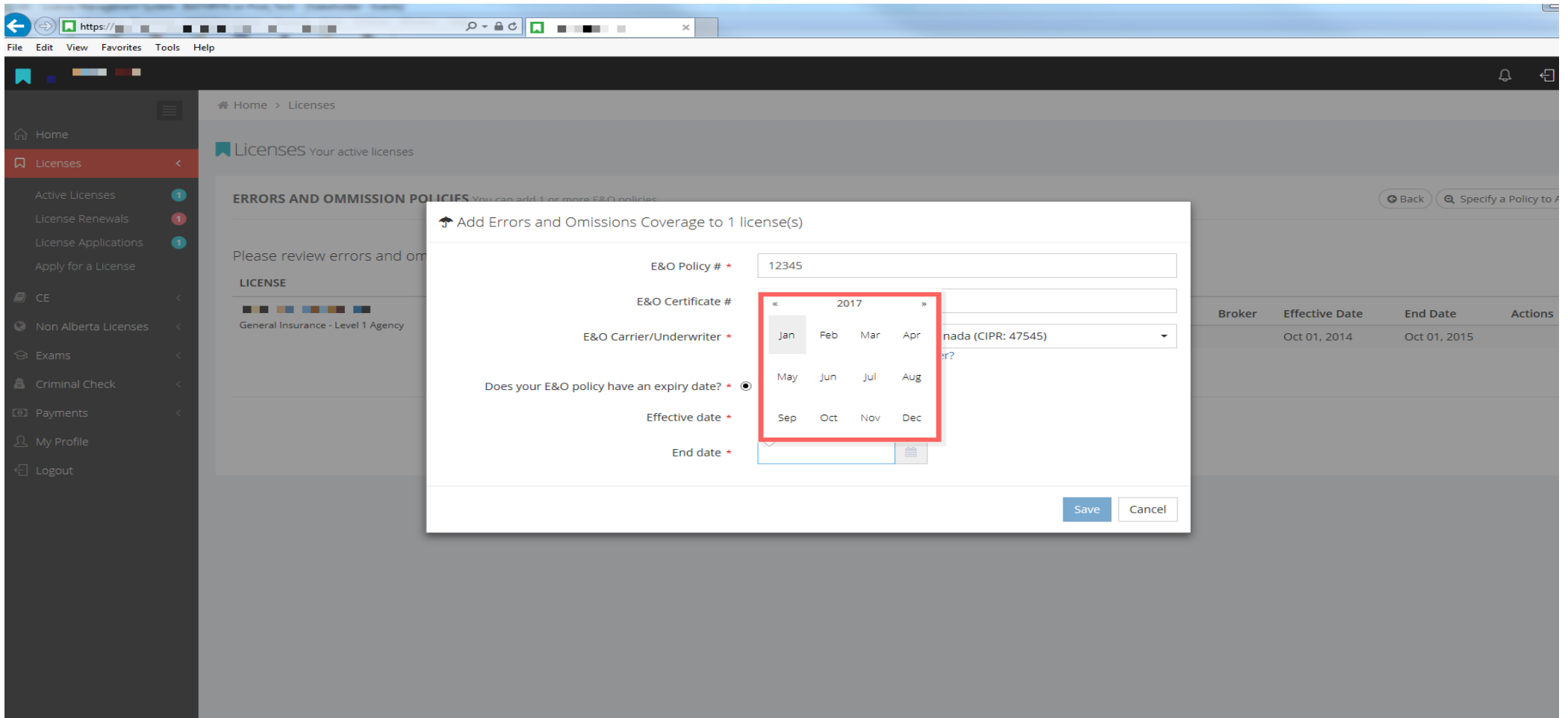
End date *

Save Cancel

Broker	Effective Date	End Date	Actions
	Oct 01, 2014	Oct 01, 2015	



Select Month policy expires



Home > Licenses

Licenses Your active licenses

ERRORS AND OMISSION POLICIES You can add 1 or more E&O policies

Please review errors and om

LICENSE

General Insurance - Level 1 Agency

Back Specify a Policy to A

↑ Add Errors and Omissions Coverage to 1 license(s)

E&O Policy # * 12345

E&O Certificate #

E&O Carrier/Underwriter * Canada (CIPR: 47545)

Does your E&O policy have an expiry date? *

Effective date *

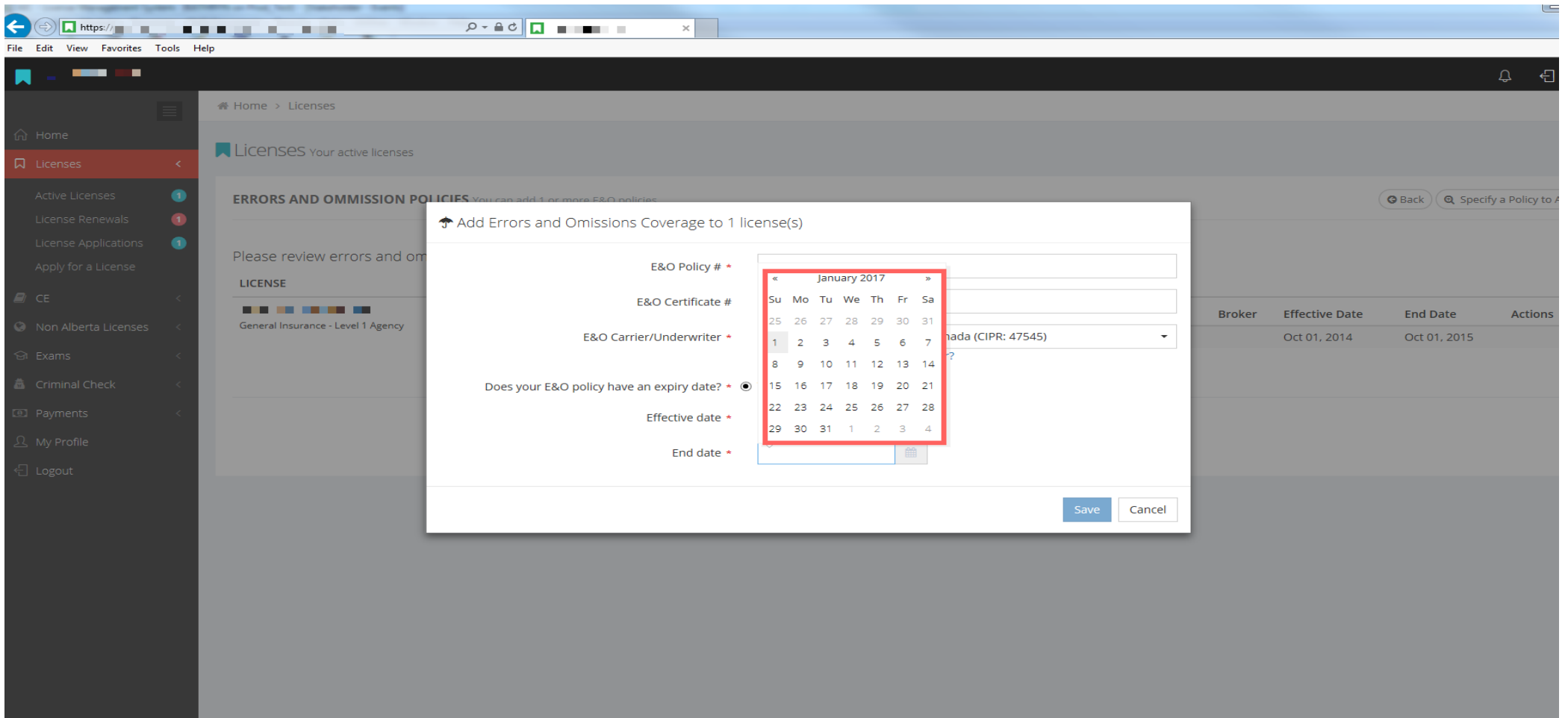
End date *

Save Cancel

Broker	Effective Date	End Date	Actions
	Oct 01, 2014	Oct 01, 2015	



Click Day policy expires



Home > Licenses

Licenses Your active licenses

ERRORS AND OMISSION POLICIES You can add 1 or more E&O policies

Please review errors and omissions

LICENSE

General Insurance - Level 1 Agency

Add Errors and Omissions Coverage to 1 license(s)

E&O Policy # *

E&O Certificate #

E&O Carrier/Underwriter * Canada (CIPR: 47545)

Does your E&O policy have an expiry date? *

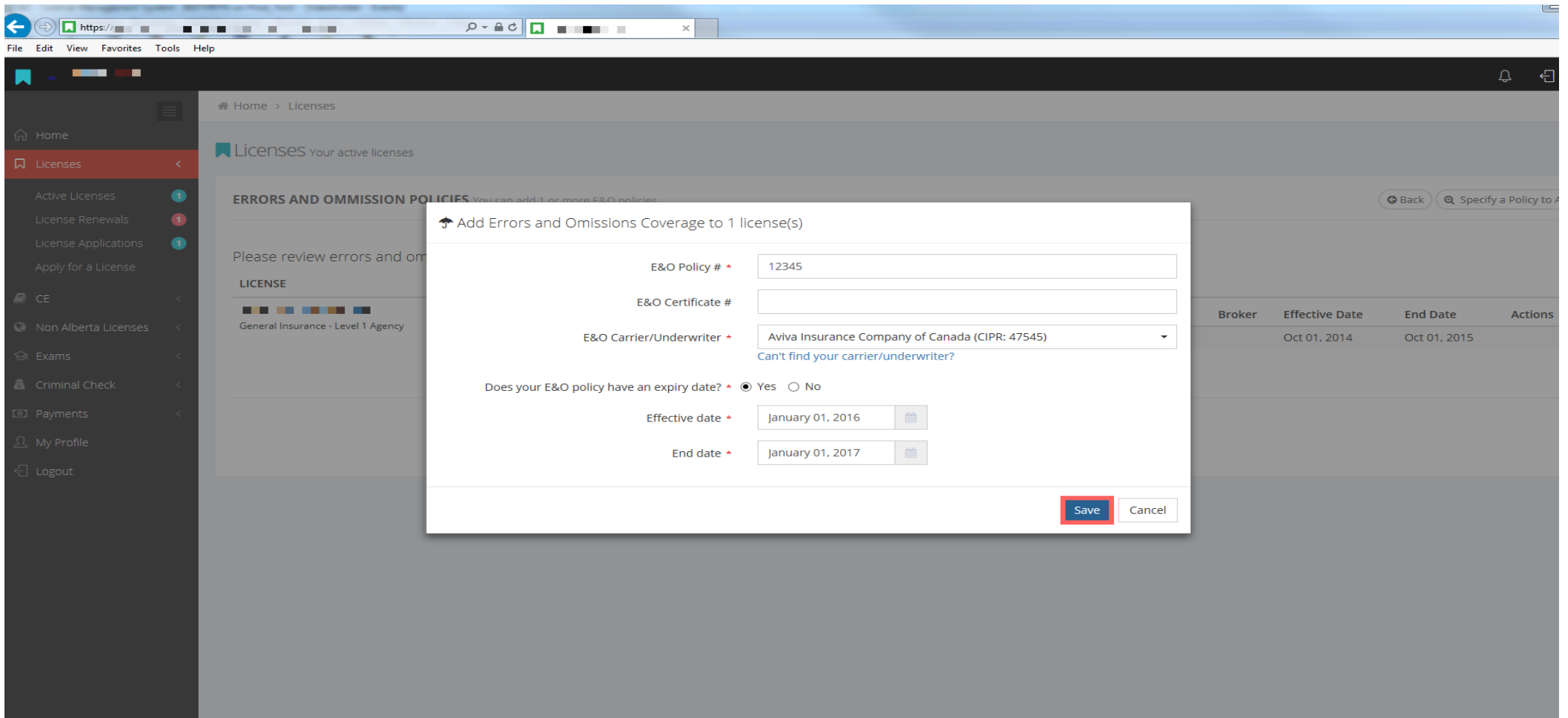
Effective date *

End date *

Broker	Effective Date	End Date	Actions
	Oct 01, 2014	Oct 01, 2015	



Click Save



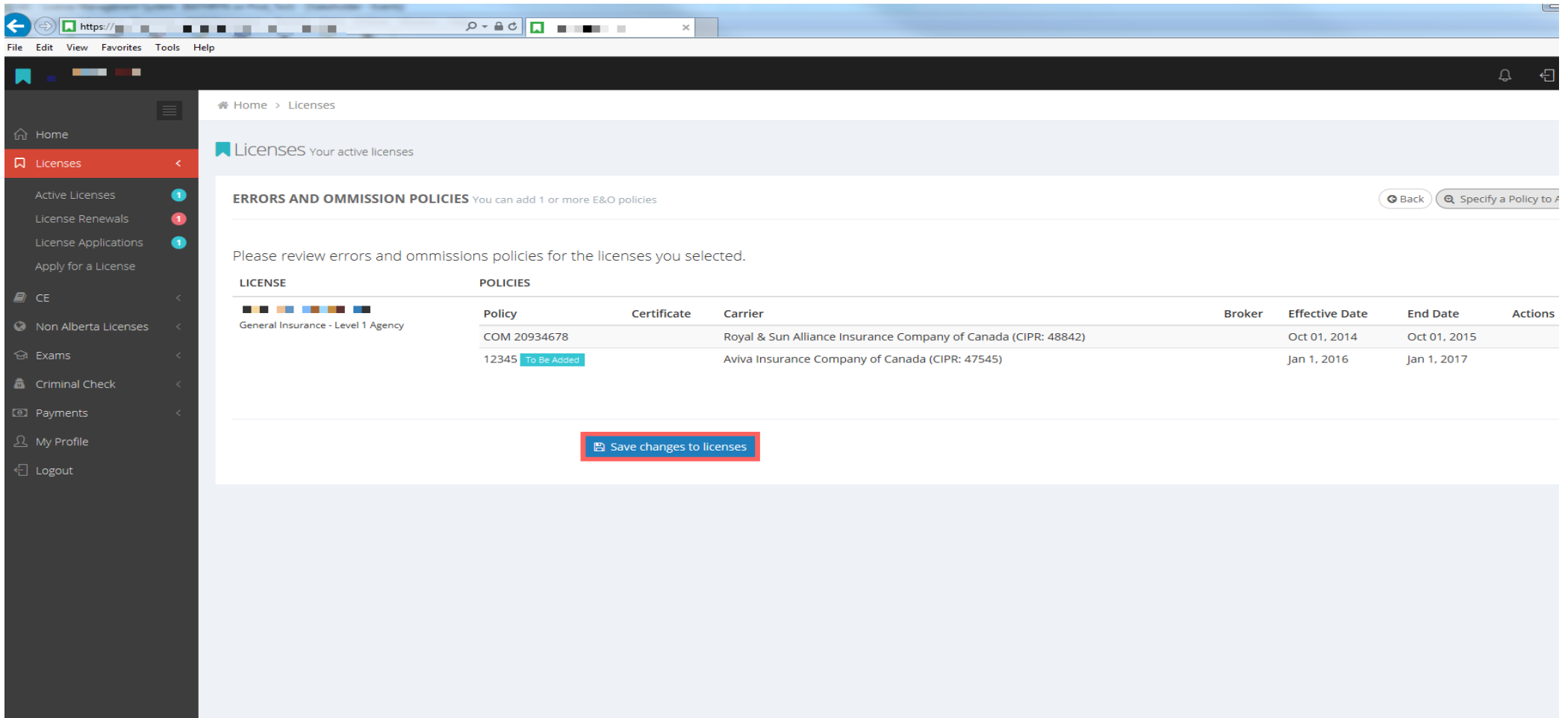
The screenshot shows a web browser window with a URL bar and a menu bar (File, Edit, View, Favorites, Tools, Help). The browser displays a web application interface for license management. A modal dialog box is open, titled "Add Errors and Omissions Coverage to 1 license(s)". The modal contains the following fields and options:

- E&O Policy # *: 12345
- E&O Certificate #: (empty)
- E&O Carrier/Underwriter *: Aviva Insurance Company of Canada (CIPR: 47545) (dropdown menu)
- Does your E&O policy have an expiry date? *: Yes No
- Effective date *: January 01, 2016 (calendar icon)
- End date *: January 01, 2017 (calendar icon)

At the bottom right of the modal, there are "Save" and "Cancel" buttons. The "Save" button is highlighted with a red border. In the background, the web application shows a sidebar with navigation options (Home, Licenses, Active Licenses, License Renewals, License Applications, Apply for a License, CE, Non Alberta Licenses, Exams, Criminal Check, Payments, My Profile, Logout) and a main content area with a table of licenses. The table has columns for Broker, Effective Date, End Date, and Actions. One license is visible with an effective date of Oct 01, 2014 and an end date of Oct 01, 2015.



Click Save changes to licenses



Home > Licenses

Licenses Your active licenses

ERRORS AND OMISSIONS POLICIES You can add 1 or more E&O policies [Back](#) [Specify a Policy to Add](#)

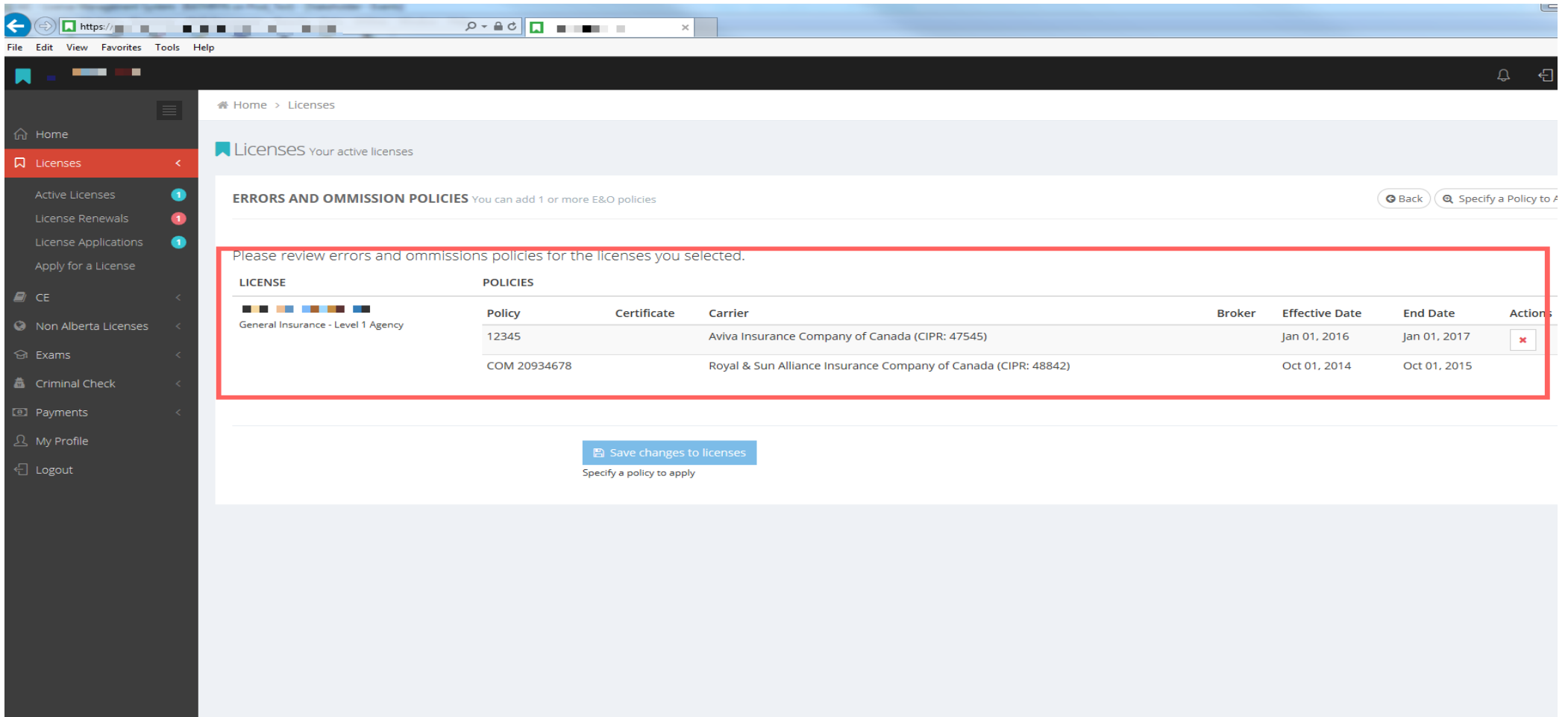
Please review errors and omissions policies for the licenses you selected.

LICENSE	POLICIES						
	Policy	Certificate	Carrier	Broker	Effective Date	End Date	Actions
General Insurance - Level 1 Agency	COM 20934678		Royal & Sun Alliance Insurance Company of Canada (CIPR: 48842)		Oct 01, 2014	Oct 01, 2015	
	12345 To Be Added		Aviva Insurance Company of Canada (CIPR: 47545)		Jan 1, 2016	Jan 1, 2017	

[Save changes to licenses](#)



That's it. You're done.



Home > Licenses

Licenses Your active licenses

ERRORS AND OMISSION POLICIES You can add 1 or more E&O policies Back Specify a Policy to A

Please review errors and omissions policies for the licenses you selected.

LICENSE	POLICIES						
General Insurance - Level 1 Agency	Policy	Certificate	Carrier	Broker	Effective Date	End Date	Actions
	12345		Aviva Insurance Company of Canada (CIPR: 47545)		Jan 01, 2016	Jan 01, 2017	<input type="checkbox"/>
	COM 20934678		Royal & Sun Alliance Insurance Company of Canada (CIPR: 48842)		Oct 01, 2014	Oct 01, 2015	<input type="checkbox"/>

[Save changes to licenses](#)
Specify a policy to apply