

Help Manual for 1) Registration 2) Help Desk Contact Details  
3) For Insurance Broker Company – To update GSTIN

<https://www.insuranceinstituteofindia.com/web/guest/broker-renewal>

Enter **Brokers Reference Number/ Training ID** which is printed on Previous Training Certificate

You can Enter Registration No if you are Associate/Fellow of III

Using Others option- you have enter all details

If your broker Company is not in the list, please request your company to create profile on III website using following link  
<https://www.insuranceinstituteofindia.com/web/guest/to-create-company-profile>

If you don't find the broker company in the list, Please ask your broker company to register Company Profile using following details. After getting ID and Password, Company can update GSTIN details so that Broker Company can get GSTIN input.

**Company Profile Creation**

Company Details :

Intermediary Type :\*

Insurance Category :\*

Company Name :\*

Name of Principal Officer / Designated Person :\*

Mobile number of Principal Officer / Designated Person :\*

Company Telephone :\*

Company Email :\*

Company Address :\*

State :\*

District :\*

Company PAN Number :\*

Company PAN Card Image Upload :\*

Note: Photo only allows file types of JPG, JPEG and Maximum Size of 25KB and Dimensions (250 X 152) i.e. (Height X Width)

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**भारतीय बीमा संस्थान**  
INSURANCE INSTITUTE OF INDIA

College Of Insurance

Sign In New Users: **Create An Account**

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Full Name\*: CHITRA MANISH RAIKAR

Flat/Door/Block No\*: A-1; NAV ROHINI CO-OP SOCIETY

Name of Premises/Building/Village\*: LAXMI-POWER LAUNDRY LANE;

Road/Street/ Lane/Post Office\*: NEAR TILAK NAGAR HIGHSCHOOL;TILAK NAGAR

City\*: DOMBIVLI EAST

State\*: Maharashtra

District\*: Thane

Pincode\*: 421201

Country\*: India

Date of Birth\* (DD-MM-YYYY): 25-12-1974

Email Id\*: cmraikar@iii.org.in

Alternate Contact Person Email ID of the Candidate\*: reg.exams@iii.org.in

Mobile No\*: 91 1234567890

PAN No\*: AAAAA1234A

Position Held

Position Held: A

Training Fees

Training Fees:	1500.0
Tax Applied	
IGST:	270
<b>Total Amount</b>	
Final Amount to be Paid:	1770

Note: Please Upload Image File With Extensions .jpg With Maximum Size of 25KB and Dimensions(152 X 133) i.e. (Height X Width)

12:02 AM 03-Jul-20

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UNDIST\*: Inane

State: Maharashtra

Country: India

Pincode: 421201

Mobile No: 91-1234567890

Email Id: cmraikar@iii.org.in

Alternate Contact Person Email ID of the Candidate: reg.exams@iii.org.in

GSTIN: 07AAHCS1352B12S

Identification

PAN No: AAAAA1234A

Training Details

Selected type Training:	Renewal Broker Training
Training Subject Selected:	Insurance Brokers -Principal Officer-Reinsurance Broker- Renewal
No of hrs eligible for:	25 hrs
No of hrs selected:	25 hrs

Position Held

Position Held: A

Details of the Company

Name of Company: Sidhar Insurance Brokers Pvt. Ltd.

Amount To be Paid

Amount(Inc. GST):	1770.0
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Declaration

I hereby declare that all the information submitted by me is true and I will be held liable for any false information or misrepresentation as per IRDAI Regulations.

Go to Payment

12:05 AM 03-Jul-20

Help Desk

Email ID	reg.exams@iii.org.in
	cmraikar@iii.org.in
	lanjekar@iii.org.in

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### Information for Insurance Broker Company

- 1) If Broker Company is not in the list, Insurance Broker Company representative need to create Profile using following link.

<https://www.insuranceinstituteofindia.com/web/guest/to-create-company-profile>

- 2) As soon III will approve it, you will get ID and Password by Email and SMS and your candidates can register by selecting your company name from the list.

Log-in – [www.insuranceinstituteofindia.com](http://www.insuranceinstituteofindia.com) using ID and password issued by III

- 3) To update GSTIN, go to IRDAI Examinations -> To update GSTIN
- 4) To update Profile of your Company , Go to IRDAI Examinations-> Update Profile

If you face any problem regarding this, you can Email us on following Email IDs

Help Desk

Email ID	cmraikar@iii.org.in
	lanjekar@iii.org.in
	reg.exams@iii.org.in