

Business Timetable Export



Created Date: Wednesday, July 18, 2018
Category Filter: Unfiltered
Start Date Filter: Monday, July 16, 2018
End Date Filter:

* Deadlines marked with an asterisk are provisional dates

Deadline	Provisional	Topic	Activity	Contact Details
16 Jul 2018		Performance Management Data Return	Managing agents to submit Performance Management Data Return for June 2018 before 12:00 using core market returns software	Matthew Orriss Business Intelligence +44 (0)20 7327 6823
16 Jul 2018		Syndicate reporting	Response due following the request for managing agents to complete the questionnaire relating to policyholders who meet the definition of an 'eligible complainant' to meet Lloyd's FCA reporting requirements.	Jenny Laverty Complaints Team +44 (0)1634 392320
16 Jul 2018		Syndicate Business Planning	Final syndicate business forecast (SBF) returns available in CMR.	Eva Bocci Performance Management +44 (0)20 7327 5496
16 Jul 2018		Syndicate Business Planning	New Business Planning for Lloyd's Insurance Company SA - COB/Countries template available in SecureStore to be completed as part of the 2019 SBF submission in September and October.	Eva Bocci Performance Management +44 (0)20 7327 5496
18 Jul 2018		Syndicate reporting	Response due following the request for confirmation from Managing Agents that all complaints relating to policyholders have been notified to Lloyd's under the Complaints Handling Code.	Jenny Laverty Complaints Team +44 (0)1634 392320
19 Jul 2018	*	Australian Terrorism	Managing Agents to submit the Quarter 2 Australian Reinsurance Pool Corporation Return to Lloyd's General Representative in Australia and International Regulatory Affairs.	Rehan Syed-Muhammad International Regulatory Affairs +44 (0)20 7327 5282
19 Jul 2018		Exposure Management and Reinsurance	SRS Q3 2018 syndicate submission deadline, BY MIDDAY	Chris Wallings Lloyd's Risk Aggregation +44 (0)20 7327 5048
24 Jul 2018		Canadian reporting	Electronic packs available on the Overseas Reporting system	Tracey Nash Market Finance +44 (0)20 7327 5435
25 Jul 2018	*	User pays	Deadline for invoices relating to quarter two 2018 Market Services user pays charges to be issued to agents.	Nikki Hopper Market Services +44 (0)1634 392872
25 Jul 2018	*	FAL	Market Services to issue member's Funds at Lloyd's (FAL) valuations as at 30 June 2018 in relation to Coming into Line and the release test calculation	Martin Hassell Market Services +44 (0)1634 392548
25 Jul 2018	*	Direct Corporate Members (DCP)	Market Services to issue member's Funds at Lloyd's (FAL) valuations as at 30 June 2018 in relation to Coming into Line and the release test calculation	Martin Hassell Market Services +44 (0)1634 392548
25 Jul 2018	*	Direct Corporate Members (DCP)	Deadline for invoices relating to quarter two 2018 Market Services user pays charges to be issued to agents.	Nikki Hopper Market Services +44 (0)1634 392872
26 Jul 2018		Finance	Illinois Trust Fund quarter two 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
26 Jul 2018		Finance	South African Trust Fund quarter two 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
26 Jul 2018		Syndicate reporting	Q2 2018 QSR and QAD to be submitted by 2pm	Paul Appleton Market Finance +44 (0)20 7327 6433

26 Jul 2018		Finance	2018 ASL Singapore and Lloyd's Asia Collection & Distribution	Francois Jolly Treasury & Investment Management +44 (0) 20 7327 5752 Mat Stone Financial Control +44 (0)1634 392202
27 Jul 2018	*	Tax - Members Agent and DCP Level	Expense Declaration Forms to be completed by member's agents/corporate members, and individual US (resident and national) members. Details of income and expenses in connection with the members underwriting paid outside of Lloyd's for the United States income tax return to be provided	Simon Tyler Taxation +44 (0)1634 392512
31 Jul 2018		Agency reporting	Agents to submit quarterly financial return for quarter ending 30 June 2018 by 2PM. Sign off required by director on behalf of the board.	Jake Tomlin Market Finance +44 (0)20 7327 6581
31 Jul 2018		Performance Management Data Return	Managing agents to submit December (18) 2017 Performance Management Data Return for December 2017 before 12:00 using core market returns software	Matthew Orriss Business Intelligence +44 (0)20 7327 6823
31 Jul 2018		Canadian reporting	Managing Agents to lock completed electronic reporting packs by 16:00	Tracey Nash Market Finance +44 (0)20 7327 5435
31 Jul 2018		US reporting	Agents to submit electronic packs	David Cokayne Market Finance +44 (0)20 7327 6238
01 Aug 2018		Finance	Credit for reinsurance and surplus lines trust funds quarter one 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
01 Aug 2018		Finance	Australian Trust Fund and JATF (2) quarter two 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
01 Aug 2018		Finance	Kentucky Trust Fund and Kentucky JATF quarter two 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
01 Aug 2018	*	French office	GAREAT small and medium-sized risk - completion of the 2019 estimated premium return (optional pool) French office*	Stephanie Le Ninivin Lloyd's French Office +33 (0)1 42 60 85 92/+44 (0) 20 7327 7030 Maria McLoughlin International Regulatory Affairs +44 (0)20 7327 5209
01 Aug 2018	*	French office	GAREAT small and medium-sized risk annual return - risks strictly below EUR20m - reporting by French department and business category (optional pool).	Stephanie Le Ninivin Lloyd's French Office +33 (0)1 42 60 85 92/+44 (0) 20 7327 7030 Maria McLoughlin International Regulatory Affairs +44 (0)20 7327 5209
02 Aug 2018		Finance	Illinois Trust Fund adjustment, quarter two 2018, settlement date	Carolyn Smith Financial Control +44 (0)1634 392922
02 Aug 2018	*	Finance	South Africa Trust Fund adjustment, quarter two 2018, settlement date	Carolyn Smith Financial Control +44 (0)1634 392922
02 Aug 2018		US reporting	Agents to submit notarised packs	David Cokayne Market Finance +44 (0)20 7327 6238
02 Aug 2018		US reporting	Managing Agents to submit cash transfer forms to Settlement and Trust Funds	Donna Broughton Settlement and Trust Funds +44 (0)1634 392693

02 Aug 2018		Syndicate reporting	Managing agents to submit quarter two 2018 QMB, via core market returns by 2PM	Tom Halfpenny Business Intelligence +44 (0)20 7327 5943
03 Aug 2018	*	Capacity	Last date for a capacity offer to close, when a minority buy-out application is intended to be made	Claire Schrader Legal Services +44 (0)20 7327 6173
03 Aug 2018	*	US reporting	New syndicates only - Lloyd's recommended date for submission of International Insurance Department (National Association of Insurance Commissioners) applications and fees if a syndicate intends to write US surplus lines business (for 1 October 2018)	Luther Collins International Regulatory Affairs +44 (0)20 7327 6355
06 Aug 2018		Syndicate reporting	Managing Agents to submit excel version of quarterly broker remuneration return	Joanne Tourle Complaints Team +44 (0)1634 392496
08 Aug 2018		Finance	Kentucky Trust Fund adjustment, quarter two 2018, settlement date	Carolyn Smith Financial Control +44 (0)1634 392922
08 Aug 2018		Finance	Australian Trust Fund adjustment, quarter two 2018, settlement date	Carolyn Smith Financial Control +44 (0)1634 392922
09 Aug 2018		Syndicate reporting	Managing agents to submit quarter two 2018 audited QMA - BY 2PM	Jake Tomlin Market Finance +44 (0)20 7327 6581
09 Aug 2018		US reporting	US Situs Top up cash movement date	Donna Broughton Settlement and Trust Funds +44 (0)1634 392693
14 Aug 2018	*	China Reinsurance Registration	Confirmation that material, provided to the syndicate by Lloyd's for review, can be submitted to the China Insurance Regulatory Commission (CIRC) in order to meet the quarterly reinsurance registration process. Note: This confirmation is only required in relation to syndicates that are registered with CIRC.	Rehan Muhammad International Regulatory Affairs +44 (0) 20 7327 5282 Maxine Hooper International Regulatory Affairs +44 (0) 20 7327 6291 ChinaReinsuranceRegistration@lloyds.com
15 Aug 2018	*	Hong Kong Risk Return (HKR)	Submission of Hong Kong Risk Return for July 2018 before 12NOON (UK time) using Core Market Returns software NOTE: This Return is only required to be submitted in relation to business written by a Hong Kong based coverholder and responsibility for such rests with the lead syndicate	Adam Cable International Regulatory Affairs +44 (0)207 327 5277 Thomas Haddrill Lloyd's General Representative for Hong Kong +852 2918 9911 Email: HKCoverholderReporting@lloyds.com

15 Aug 2018	*	Hong Kong Claim Return (HKC)	Submission of Hong Kong Claim Return for July 2018 before 12NOON (UK time) using Core Market Returns software NOTE: This Return is only required to be submitted in relation to business written by a Hong Kong based coverholder and responsibility for such rests with the lead syndicate	Adam Cable International Regulatory Affairs +44 (0)207 327 5277 Thomas Haddrill Lloyd's General Representative for Hong Kong +852 2918 9911 Email: HKCoverholderReporting@lloyds.com
15 Aug 2018		Performance Management Data Return	Managing agents to submit Performance Management Data Return for July 2018 before 12:00 using core market returns software	Matthew Orriss Business Intelligence +44 (0)20 7327 6823
15 Aug 2018		Syndicate reporting	Quarterly monitoring return extract for quarter two 2018 dispatched to recipients.	Jake Tomlin Market Finance +44 (0)20 7327 6581
17 Aug 2018		Finance	Canadian Margin Fund quarter two 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
17 Aug 2018	*	Australian Terrorism	Managing Agents to submit the Annual Australian Reinsurance Pool Corporation Return to Lloyd's General Representative in Australia and International Regulatory Affairs.	Rehan Syed-Muhammad International Regulatory Affairs +44 (0)20 7327 5282
17 Aug 2018		Canadian reporting	Managing agents to submit cash transfer forms to Settlement and Trust Funds	Donna Broughton Settlement and Trust Funds +44 (0)1634 392693
23 Aug 2018		Exposure Management and Reinsurance	Managing Agents to submit Lloyd's Catastrophe Model (LCM) Quarterly Return as at 1 July 2018 by MIDDAY. This return is via SecureStore.	Steven Champion Lloyd's Risk Aggregation +44 (0)20 7327 5983
24 Aug 2018		Finance	Canadian Margin Fund adjustment, quarter two 2018, settlement date	Carolyn Smith Financial Control +44 (0)1634 392922
24 Aug 2018	*	Finance	ASL 2nd Income Distribution (Lloyd's Asia)	Mat Stone Financial Control +44 (0)1634 392202
24 Aug 2018		Distribution	Last date for managing agents to notify Market Services of any interim cash calls due for payment on 29 September 2018	Theresa Thorp Market Services +44 (0)1634 392059
24 Aug 2018	*	Direct Corporate Members (DCP)	Economic capital assessment (ECA). Provisional Member Modelling Software release with rollover information only.	Neil Wells Market Reserving and Capital +44 (0)20 7327 6034
24 Aug 2018	*	Canadian reporting	Quarter Two, 2018 Canadian Funding cash movement date	Donna Broughton Settlement and Trust Funds + 44 (0)1634 392693

24 Aug 2018		Pre emptions	Last date for managing agents to make pre-emption offers for non-aligned syndicates.	Sally Dunning Market Services +44 (0)1634 392486
24 Aug 2018	*	ECA	Economic Capital Assessment (ECA). Provisional Member Modelling Software release with rollover information only.	Neil Wells Market Reserving and Capital +44 (0)20 7327 6034
30 Aug 2018		Exposure Management and Reinsurance	Managing Agents to submit Realistic Disaster Scenario (Light)[RD] return as at 1 July 2018 including Supplementary Information, by MIDDAY. This return is via CMR.	Steven Champion Lloyd's Risk Aggregation +44 (0)20 7327 5983
30 Aug 2018		Syndicate reporting	Submit audited Q2 2018 QSR via CMR, by 2pm	Paul Appleton Market Finance +44 (0)20 7327 6433
30 Aug 2018		Finance	Swiss Deposit Adjustment	Francois Jolly Treasury & Investment Management +44 (0) 20 7327 5752
31 Aug 2018	*	Agency reporting	Agents with financial year ending 31 March 2018 to submit annual financial return (including audited AF1, audited accounts, detailed P&L, forecast P&L and balance sheet).	Jake Tomlin Market Finance +44 (0)20 7327 6581
31 Aug 2018		FAL	Deadline for Members to submit requests for the End of Intervailability applications for Funds at Lloyd's	Anne Cooper Market Services +44 (0)1634 392576
31 Aug 2018	*	ECA	Member Modeller (CY) updated for 30 June 2018 exchange rates for use in September Release Test	Neil Wells Market Reserving and Capital +44 (0)20 7327 6034
06 Sep 2018		Pre emptions	Managing agents of non-aligned syndicates to submit their intention forms to pre-empt or de-empt for 2019 to Market Services.	Sally Dunning Market Services +44 (0)1634 392486
06 Sep 2018	*	Exposure Management and Reinsurance	Managing Agents in Group 1 to submit LCM Forecast return via 'Lloyd's Catastrophe Model' SecureStore, within the 'CPG 2019' folder.	Steven Champion Lloyd's Risk Aggregation +44 (0)20 7327 5983
06 Sep 2018		Syndicate Business Planning	Managing Agents in Group 1 to submit SBF War NCBR data return via 'Lloyd's Catastrophe Model' SecureStore, within the 'CPG 2019' folder	
06 Sep 2018		Syndicate Business Planning	Managing agents to submit final 2019 syndicate business forecast (SBF) return by 1pm, via core market return (CMR) website. This includes the new Business planning figures for Lloyd's Insurance Company SA that needs to be provided in SecureStore. This deadline applies to the following syndicates: Syndicate with spread member capital and Managing Agents with Special Purpose Arrangements (SPA), Syndicates with member consolidation requirements and Managing Agents with multiple syndicates – where at least one is required to submit on 6th Sept.	Eva Bocci Performance Management +44 (0)20 7327 5496
13 Sep 2018		Syndicate reporting	Managing Agents to submit the model change template for each syndicate under management to GSII@lloyds.com at the time as the LCR submission is required i.e. 13 September or 4 October	Lyndsay Deeves Risk Assurance +44 (0)20 7327 5993
13 Sep 2018	*	Exposure Management and Reinsurance	Managing agents in Group 1 to submit Catastrophe-Risk Sensitivity Test return and LCM/LCR Analysis of change return via 'Lloyds Catastrophe Model' SecureStore, within the 'CPG 2019' folder.	Steven Champion Lloyd's Risk Aggregation +44 (0)20 7327 5983

13 Sep 2018		LCR	Managing Agents to submit by 1pm final Lloyd's Capital Return (LCR) pro forma that meet the following criteria: 1: Syndicate with spread member capital and Managing Agents with Special Purpose Arrangements (SPA); 2: Syndicates with member consolidation requirements 3: Managing Agents with multiple syndicates, where at least one is required to submit via point 1 or 2 The LCR submission should be made via the Core Market Return platform by 1pm and include a full pro forma based on the final 2019 Syndicate Business Forecast (SBF) submission, the SCR methodology and assumptions documentation, the supplementary questionnaire, an analysis of change template and where possible the validation report.	Kevin Barnes Market Reserving and Capital +44 (0)20 7327 5683
14 Sep 2018	*	Hong Kong Risk Return (HKR)	Submission of Hong Kong Risk Return for August 2018 before 12NOON (UK time) using Core Market Returns software NOTE: This Return is only required to be submitted in relation to business written by a Hong Kong based coverholder and responsibility for such rests with the lead syndicate	Adam Cable International Regulatory Affairs +44 (0)207 327 5277 Thomas Haddrill Lloyd's General Representative for Hong Kong +852 2918 9911 Email: HKCoverholderReporting@lloyds.com
14 Sep 2018	*	Tax - Members Agent and DCP Level	New members required to confirm if they are a Small/Medium Enterprise (SME) for the purpose of Japanese Tax	Simon Tyler Taxation +44 (0)1634 392512
14 Sep 2018	*	Hong Kong Claim Return (HKC)	Submission of Hong Kong Claim Return for August 2018 before 12NOON (UK time) using Core Market Returns software NOTE: This Return is only required to be submitted in relation to business written by a Hong Kong based coverholder and responsibility for such rests with the lead syndicate	Adam Cable International Regulatory Affairs +44 (0)207 327 5277 Thomas Haddrill Lloyd's General Representative for Hong Kong +852 2918 9911 Email: HKCoverholderReporting@lloyds.com
14 Sep 2018	*	FAL	Interim syndicate results for capital setting released	Kevin Nethersell Market Finance +44 (0)20 7327 6253
14 Sep 2018	*	FAL	Capital test - Release test/Coming into Line (CIL) calculations (as at 30 June 2018) issued to Members' Agents	Louise Holliday Market Services +44 (0)1634 392174
14 Sep 2018	*	French office	Q3 2018: GAREAT large risk return to French office for period 01/01/2018 to 10/09/2018	Stephanie Le Ninivin Lloyd's French Office +33 (0)1 42 60 85 92/+44 (0) 20 7327 7030 Maria McLoughlin International Regulatory Affairs +44 (0)20 7327 5209

14 Sep 2018	*	French office	GAREAT small and medium-sized risk - completion of the 2017 adjustment return (optional pool)	Stephanie Le Ninivin Lloyd's French Office +33 (0)1 42 60 85 92/+44 (0) 20 7327 7030 Maria McLoughlin International Regulatory Affairs +44 (0)20 7327 5209
17 Sep 2018		Performance Management Data Return	Managing agents to submit Performance Management Data Return for August 2018 before 12:00 using core market returns software	Matthew Orriss Business Intelligence +44 (0)20 7327 6823
19 Sep 2018		Direct Corporate Members (DCP)	Capital test - Release test/Coming into Line (CIL) calculations (as at 29 June 2018) issued to DCP Members	Anne Cooper Market Services +44 (0)1634 392576
19 Sep 2018		Coming into line	Capital test - Release test/Coming into Line (CIL) calculations (as at 29 June 2018) issued to DCP Members	Anne Cooper Market Services +44 (0)1634 392576
20 Sep 2018		LCR	Group 1 syndicates to send Validation report via SCRReturns@lloyds.com if not included with the LCR on 13 September.	Kevin Barnes Market Reserving and Capital +44 (0)20 7327 5683
28 Sep 2018	*	Tax - Members Agent and DCP Level	Deadline for return of new W8-Ben forms to replace existing forms that expire at 31st December 2018	Sarah Vincent Taxation +44 (0)1634 392635
28 Sep 2018		Distribution	Interim cash calls to be funded and paid to syndicates.	Theresa Thorp Market Services +44 (0)1634 392059
28 Sep 2018	*	Direct Corporate Members (DCP)	Economic Capital Assessment (ECA). Indicative release. Member Modelling Software update, based on submitted 2019 YOA Lloyd's Capital Return (LCR) and Syndicate Business Forecast (SBF) of ALL syndicates that submit both returns by 13 September	Neil Wells Market Reserving and Capital +44 (0)20 7327 6034
28 Sep 2018		Direct Corporate Members (DCP)	Deadline for Direct Corporate Participant Members to submit requests for the Total Release of their Funds at Lloyd's. Total Release applications will not be permitted after this date until the Distribution DAM has re-opened in 2019.	Anne Cooper Market Services +44 (0)1634 392576
28 Sep 2018		Auction	Deadline for submission of Auction Forms A & D	Sally Dunning Market Services +44 (0)1634 392486
28 Sep 2018	*	Syndicate reporting	Managing Agents to confirm trust fund requirements for 2019 year of account. Managing Agents will be emailed directly with specific instructions.	Luther Collins International Regulatory Affairs +44 (0)20 7327 6355
28 Sep 2018	*	New applications	Deadline for prospective corporate members to submit their Stage 1 application to Market Services	Angela Beckingham Market Services +44 (0)1634 392083
28 Sep 2018		Agency agreements	Latest date for agents to submit Register of Agents Charges entry for aligned and unaligned syndicates.	Claire Sheahan Market Services +44 (0)1634 392904
28 Sep 2018	*	US reporting	New syndicates only - Lloyd's recommended date for submission of International Insurance Department (National Association of Insurance Commissioners) applications and fees if a syndicate intends to write US surplus lines business (for 1 January 2019)	Luther Collins International Regulatory Affairs +44 (0)20 7327 6355
28 Sep 2018		Agency reporting	Deadline for Managing Agents to submit an entry into the Register of Agent Charges for next Year of Account	Sally Dunning Market Services +44 (0)1634 392486
28 Sep 2018	*	ECA	Economic Capital Assessment (ECA). Indicative release. Member Modelling Software update, based on submitted 2019 YOA Lloyd's Capital Return (LCR) and Syndicate Business Forecast (SBF) of ALL syndicates that submit both returns by 13 September.	Neil Wells Market Reserving and Capital +44 (0)20 7327 6034

02 Oct 2018	*	Exposure Management and Reinsurance	Managing agents in Group 2 to submit: LCM Forecast return; SBF War NCBR data return; Catastrophe-Risk Sensitivity Test; LCM/LCR Analysis of change return;	Steven Champion Lloyd's Risk Aggregation +44 (0)20 7327 5983
			via 'Lloyd's Catastrophe Model' SecureStore, within the 'CPG 2019' folder.	
03 Oct 2018		Syndicate reporting	Complaints team will request a sample of Summary Resolution Communications issued in the previous quarter to be reviewed in accordance with the UK Complaints Handling Code with a two week deadline for response.	Caron Violet Complaints Team +44 (0)1634 392217
04 Oct 2018		Syndicate Business Planning	Managing agents to submit final 2019 syndicate business forecast (SBF) return by 1pm, via core market return (CMR) website. This includes the new Business planning figures for Lloyd's Insurance Company SA that needs to be provided in SecureStore. This deadline applies to the following syndicates: Syndicates with members who have Letter(s) of Credit (LoC) and Syndicates with dedicated single member corporate capital.	Eva Bocci Performance Management +44 (0)20 7327 5496
04 Oct 2018		Syndicate reporting	Managing Agents to submit the model change template report for each syndicate under management to GSII@lloyds.com at Risk Assurance the time as the LCR submission is required i.e. 13 September or 4 October	Lyndsay Deeves +44 (0)20 7327 5993
04 Oct 2018		Syndicate reporting	Complaints team will request confirmation from Managing Agents that all complaints relating to policyholders have been notified to Lloyd's under the Complaints Handling Code with a two week deadline for response.	Jenny Laverty Complaints Team +44 (0)1634 392320
04 Oct 2018		LCR	Managing Agents to submit the final Lloyd's Capital Return (LCR) pro forma for syndicates that did not meet the criteria to submit by 13 September. The LCR submission should be made via the Core Market Return platform by 1pm and include a full pro forma based on the final 2019 Syndicate Business Forecast (SBF) submission, the SCR methodology and assumptions documentation, the supplementary questionnaire, an analysis of change template and where possible the validation report.	Kevin Barnes Market Reserving and Capital +44 (0)20 7327 5683
09 Oct 2018	*	Syndicate reporting	Managing Agents to submit GQD return as at Quarter 3 2018 via Core Market Returns	James Lane Market Reserving & Capital +44 (0)20 7327 5952
09 Oct 2018		Non-XIS Return	Managing agents to submit details of Switzerland, New Zealand, South African and Australian business not processed through central accounting as at 30 September 2018	Hayley Youles Market Finance +44 (0)20 7327 5299
11 Oct 2018		LCR	Group 2 syndicates to send Validation report via SCRReturns@lloyds.com if not included with the LCR on 4 October.	Kevin Barnes Market Reserving and Capital +44 (0)20 7327 5683
12 Oct 2018	*	Tax - Members Agent and DCP Level	Singapore Tax - Change of ownership for Singapore members (members will be contacted directly)	Lorraine Neal Taxation +44 (0)1634 392376
12 Oct 2018	*	Syndicate reporting	Submission of completed Singapore Risk Registration form - This report is only to be completed by those syndicates writing business via the Singapore Platform	Kevin Blake Global Operations +44 (0)20 7327 5689
12 Oct 2018		US reporting	Electronic packs for US quarterly filing available on Overseas Reporting System.	David Cokayne Market Finance +44 (0)20 7327 6238

15 Oct 2018	*	Hong Kong Risk Return (HKR)	Submission of Hong Kong Risk Return for September 2018 before 12NOON (UK time) using Core Market Returns software NOTE: This Return is only required to be submitted in relation to business written by a Hong Kong based coverholder and responsibility for such rests with the lead syndicate	Adam Cable International Regulatory Affairs +44 (0)207 327 5277 Thomas Haddrill Lloyd's General Representative for Hong Kong +852 2918 9911 Email: HKCoverholderReporting@lloyds.com
15 Oct 2018	*	Hong Kong Claim Return (HKC)	Submission of Hong Kong Claim Return for September 2018 before 12NOON (UK time) using Core Market Returns software NOTE: This Return is only required to be submitted in relation to business written by a Hong Kong based coverholder and responsibility for such rests with the lead syndicate	Adam Cable International Regulatory Affairs +44 (0)207 327 5277 Thomas Haddrill Lloyd's General Representative for Hong Kong +852 2918 9911 Email: HKCoverholderReporting@lloyds.com
16 Oct 2018	*	Performance Management Data Return	Managing agents to submit Performance Management Data Return for September 2018 before 12:00 using core market returns software	Matthew Orriss Business Intelligence +44 (0)20 7327 6823
16 Oct 2018		Syndicate Business Planning	CPG approval deadline for non-aligned syndicates.	Eva Bocci Performance Management +44 (0)20 7327 5496
18 Oct 2018	*	Australian Terrorism	Managing agents to submit the Quarter 3 Australian Reinsurance Pool Corporation Return to Lloyd's General Representative in Australia and International Regulatory Affairs.	Joel Williamson International Regulatory Affairs +44 (0)20 7327 5811

18 Oct 2018	Syndicate reporting	Response due following the request for confirmation from Managing Agents that all complaints relating to policyholders have been notified to Lloyd's under the Complaints Handling Code.	Jenny Laverty Complaints Team +44 (0)1634 392320
19 Oct 2018	ECA	Economic Capital Assessment (ECA). Pre Auction release Member Modelling Software update, based on agreed SCR's for syndicates involved in the auction process.	Neil Wells Market Reserving and Capital +44 (0)20 7327 6034
22 Oct 2018	Auction	Midday deadline for submission of Auction disclosures pre Auction 1	Sally Dunning Market Services +44 (0)1634 392486
22 Oct 2018	Canadian reporting	Electronic packs available on the Overseas Reporting System	Tracey Nash Market Finance +44 (0)20 7327 5435
22 Oct 2018	Pre emptions	Pre-emption (conditional on CPG approval of Syndicate Business Plans) acceptance deadline - acceptances to be received by managing agents and notified by members' agents to Market Services	Sally Dunning Market Services +44 (0)1634 392486
24 Oct 2018	Auction	Day one of Lloyd's capacity auction number one	Sally Dunning Market Services +44 (0)1634 392486
25 Oct 2018	Auction	Day two of Lloyd's capacity auction number one	Sally Dunning Market Services +44 (0)1634 392486
25 Oct 2018	Syndicate reporting	Managing Agents to submit QSR and QAD return as at 30 September 2018, by 2PM	Paul Appleton Market Finance +44 (0)20 7327 6433
26 Oct 2018	Finance	Illinois Trust Fund quarter three 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
26 Oct 2018	Distribution	Last date for managing agents to notify Market Services of any interim cash calls due for payment on 30 November 2018	Theresa Thorp Market Services +44 (0)1634 392059
26 Oct 2018	* User pays	Deadline for invoices relating to quarter three 2018 Market Services user pays charges to be issued to agents.	Nikki Hopper Market Services +44 (0)1634 392872
26 Oct 2018	* Direct Corporate Members (DCP)	Deadline for invoices relating to quarter three 2018 Market Services user pays charges to be issued to agents.	Nikki Hopper Market Services +44 (0)1634 392872
29 Oct 2018	Distribution	Last date for Market Services to receive instructions to transfer 2015 profits into special reserve fund (SRF)	Theresa Thorp Market Services +44 (0)1634 392059
29 Oct 2018	Auction	Midday deadline for submission of Auction disclosures pre Auction 2	Sally Dunning Market Services +44 (0)1634 392486
29 Oct 2018	Canadian reporting	Managing Agents to lock completed electronic reporting packs.	Tracey Nash Market Finance +44 (0)20 7327 5435
31 Oct 2018	* Agency reporting	Agents to submit quarterly financial return for quarter ending 30 September 2018. Sign off required by director on behalf of the board.	Jake Tomlin Market Finance +44 (0)20 7327 6581
31 Oct 2018	Finance	South African Trust Fund quarter three 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
31 Oct 2018	FAL	Deadline for non-active members to submit requests for the release of surplus Funds at Lloyd's (FAL)	Anne Cooper Market Services +44 (0)1634 392576
31 Oct 2018	Direct Corporate Members (DCP)	Deadline for non-active Direct Corporate Participant members to submit requests for the release of surplus Funds at Lloyd's (FAL)	Anne Cooper Market Services +44 (0)1634 392576

31 Oct 2018		Auction	Day one of Lloyd's capacity auction number two	Sally Dunning Market Services +44 (0)1634 392486
31 Oct 2018		Capacity	Last date to resign if member wishes to be excluded from provisional stamp	Sally Dunning Market Services +44 (0)1634 392486
31 Oct 2018		US reporting	Managing Agents to lock electronic packs.	David Cokayne Market Finance +44 (0)20 7327 6238
31 Oct 2018		FAL	Members to provide completed notification (CM210) in respect of new third party funding arrangements to Market Services.	Mita Johnson Market Services +44 (0)1634 392960
01 Nov 2018		Finance	Credit for reinsurance and surplus lines trust funds, quarter two 2017 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
01 Nov 2018		Finance	Australian Trust Fund and JATF (2) quarter three 2017 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
01 Nov 2018		Finance	Kentucky Trust Fund and Kentucky JATF quarter three 2017 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
01 Nov 2018		Auction	Day two of Lloyd's capacity auction number two	Sally Dunning Market Services +44 (0)1634 392486
01 Nov 2018	*	Syndicate reporting	Managing Agents to submit Actuarial Function Reports (covering underwriting and reinsurance opinions) for each syndicate under management to AFReports@lloyds.com.	Ajay Shah Market Reserving & Capital +44 (0)20 7327 5682
01 Nov 2018		Capacity	Provisional stamp must be in place	Sally Dunning Market Services +44 (0)1634 392486
02 Nov 2018	*	Finance	Illinois Trust Fund adjustment, quarter three 2017 settlement date	Carolyn Smith Financial Control +44 (0)1634 392922
02 Nov 2018		US reporting	Provision of final signed and notarised reporting packs by managing agents	David Cokayne Market Finance +44 (0)20 7327 6238
02 Nov 2018	*	ECA	Economic Capital Assessment (ECA). Pre-Coming into Line (CIL) release. Member Modelling Software update, based on the latest agreed aligned syndicate SCR's.	Neil Wells Market Reserving and Capital +44 (0)20 7327 6034
02 Nov 2018	*	Direct Corporate Members (DCP)	Economic Capital Assessment (ECA). Pre-Coming into Line (CIL) release. Member Modelling Software update, based on the latest agreed aligned syndicate SCR's.	Neil Wells Market Reserving and Capital +44 (0)20 7327 6034
05 Nov 2018		Auction	Midday deadline for submission of Auction disclosures pre Auction 3	Sally Dunning Market Services +44 (0)1634 392486
05 Nov 2018		Syndicate reporting	Managing Agents to submit excel version of quarterly broker remuneration return	Joanne Tourle Complaints Team +44 (0)1634 392496
07 Nov 2018		Finance	South Africa Trust Fund adjustment quarter three 2017 settlement date	Carolyn Smith Financial Control +44 (0)1634 392922
07 Nov 2018		Auction	Day one of Lloyd's capacity auction number three	Sally Dunning Market Services +44 (0)1634 392486
08 Nov 2018		Finance	Australian Trust Fund adjustment - quarter three 2018, settlement date	Carolyn Smith Financial Control +44 (0)1634 392922

08 Nov 2018	Finance	Kentucky Trust Fund adjustment, quarter three 2018 - settlement date	Carolyn Smith Financial Control +44 (0)1634 392922
08 Nov 2018	Auction	Day two of Lloyd's capacity auction number three	Sally Dunning Market Services +44 (0)1634 392486
08 Nov 2018	US reporting	Managing Agents to submit cash transfer forms to Settlement and Trust Funds	Donna Broughton Settlement and Trust Funds +44 (0)1634 392693
08 Nov 2018	Syndicate reporting	Managing agents to submit quarter three 2018 QMA via core market returns by 14:00	Jake Tomlin Market Finance +44 (0)20 7327 6581
08 Nov 2018	Syndicate reporting	Managing agents to submit quarter three 2018 QMB, via core market returns by 2PM	Tom Halfpenny Business Intelligence +44 (0)20 7327 5943
09 Nov 2018	FAL	Deadline for all members to submit any applications/instructions for Tier 2 assets for CIL, Partial Releases and Substitutions. All documentation must be received by this date. No extensions to this deadline will be granted.	Anne Cooper Market Services +44 (0)1634 392576
14 Nov 2018	Syndicate reporting	Quarter three 2018 QMR data dispatched to recipients	Jake Tomlin Market Finance +44 (0)20 7327 6581
15 Nov 2018	*	Hong Kong Risk Return (HKR)	Submission of Hong Kong Risk Return for October 2018 before 12NOON (UK time) using Core Market Returns software
		NOTE: This Return is only required to be submitted in relation to business written by a Hong Kong based coverholder and responsibility for such rests with the lead syndicate	Adam Cable International Regulatory Affairs +44 (0)207 327 5277
			Thomas Haddrill Lloyd's General Representative for Hong Kong +852 2918 9911 Email: HKCoverholderReporting@lloyds.com

15 Nov 2018	*	Hong Kong Claim Return (HKC)	Submission of Hong Kong Claim Return for October 2018 before 12NOON (UK time) using Core Market Returns software	Adam Cable International Regulatory Affairs +44 (0)207 327 5277
			NOTE: This Return is only required to be submitted in relation to business written by a Hong Kong based coverholder and responsibility for such rests with the lead syndicate	Thomas Haddrill Lloyd's General Representative for Hong Kong +852 2918 9911 Email: HKCoverholderReporting@lloyds.com
15 Nov 2018	*	User pays	Complaints handling charges due to be levied provided to managing agents to allow them to be verified prior to collection via ARCS	Donna Nesbitt Complaints Team +44 (0)1634 392497
15 Nov 2018	*	Performance Management Data Return	Managing agents to submit Performance Management Data Return for October 2018 before 12:00 using core market returns software	Matthew Orriss Business Intelligence +44 (0)20 7327 6823
15 Nov 2018		US reporting	US Situs top up cash movement date	Donna Broughton Settlement and Trust Funds +44 (0)1634 392693
16 Nov 2018	*	Finance	Canadian Margin Fund quarter three 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
16 Nov 2018	*	Tax - Syndicate Level	Submit details of Investment income and Capital Gains and Losses on all NON-US DOLLAR syndicate funds so that Tax operations can prepare US Tax Reports for US members to enable them to file their personal Tax Returns	Simon Tyler Tax Operations +44 (0)1634 392512
16 Nov 2018		Canadian reporting	Cash transfer forms to be submitted to Settlement and Trust Funds Department.	Donna Broughton Settlement and Trust Funds +44 (0)1634 392693
20 Nov 2018		Capacity	Member agents and unaligned corporate members to inform relevant managing agent of 'drop' capacity	Sally Dunning Market Services +44 (0)1634 392486
21 Nov 2018	*	Conversion	Deadline for names to convert capacity without requiring managing agent's consent	Claire Schrader Legal Services +44 (0)20 7327 6173
21 Nov 2018	*	China Reinsurance Registration	Confirmation that material, provided to the syndicate by Lloyd's for review, can be submitted to the China Insurance Regulatory Commission (CIRC) in order to meet the quarterly reinsurance registration process. Note: This confirmation is only required in relation to syndicates that are registered with CIRC.	Rehan Muhammad International Regulatory Affairs +44 (0) 20 7327 5282 Maxine Hooper International Regulatory Affairs +44 (0) 20 7327 6291 ChinaReinsuranceRegistration@lloyds.com

22 Nov 2018	*	Direct Corporate Members (DCP)	Deadline for prospective corporate members to submit their Stage 2 applications (including FAL) to Market Services	Angela Beckingham Market Services +44 (0)1634 392083
22 Nov 2018	*	New applications	Deadline for prospective corporate members to submit their Stage 2 applications (including FAL) to Market Services	Angela Beckingham Market Services +44 (0)1634 392083
22 Nov 2018		Syndicate Business Planning	CPG approval deadline for aligned syndicates.	Eva Bocci Performance Management +44 (0)20 7327 5496
23 Nov 2018	*	Finance	Canadian Margin Fund adjustment, quarter three 2018 settlement date	Carolyn Smith Financial Control +44 (0)1634 392922
23 Nov 2018	*	Finance	ASL Expense Collection	Mat Stone Financial Control +44 (0)1634 392202
23 Nov 2018	*	Tax - Members Agent and DCP Level	Tax brackets for income tax. Apportionment of US federal income tax brackets applicable to members of a controlled group	Simon Tyler Taxation +44 (0)1634 392512
23 Nov 2018	*	Direct Corporate Members (DCP)	Economic Capital Assessment (ECA). Coming into Line (CIL) release. Member Modelling Software update, based on agreed aligned SCR's for the December CIL exercise.	Neil Wells Market Reserving and Capital +44 (0)20 7327 6034
23 Nov 2018	*	Exposure Management and Reinsurance	Subject to materiality-of-change threshold, managing agents to submit quarterly Lloyd's Catastrophe Model (LCM) return as at 1 October 2018 by MIDDAY. This return is via SecureStore.	Steven Champion Lloyd's Risk Aggregation +44 (0)20 7327 5983
23 Nov 2018	*	Syndicate reporting	Managing Agents to submit completed Standard Formula SCR template (available on Lloyds.com) as at 2018 YE for each syndicate under management to SFRReturns@lloyds.com	Taraash Gautam Market Reserving & Capital +44 (0)20 7327 5092
23 Nov 2018		Auction	Settlement day for auctions one, two and three (debit date)	Sally Dunning Market Services +44 (0)1634 392486
23 Nov 2018		Canadian reporting	Cash movement date for LCTF and Margin Fund Q3 adjustment	Donna Broughton Settlement and Trust Funds +44 (0) 1634 392693
23 Nov 2018		FAL	Deadline for prospective DCP/Corporate Members to submit their Stage 2 FAL applications (including FAL) to Market Services	Mita Johnson Market Services +44 (0)1634 392960
23 Nov 2018	*	ECA	Economic Capital Assessment (ECA). Coming into Line (CIL) release. Member Modelling Software update, based on agreed aligned SCR's for the November CIL exercise.	Neil Wells Market Reserving and Capital +44 (0)20 7327 6034
23 Nov 2018	*	Direct Corporate Members (DCP)	Economic Capital Assessment (ECA). Coming into Line (CIL) release. Member Modelling Software update, based on agreed aligned SCR's for the November CIL exercise.	Neil Wells Market Reserving and Capital +44 (0)20 7327 6034
27 Nov 2018		Auction	Settlement day for auctions one, two and three (credit date)	Sally Dunning Market Services +44 (0)1634 392486
29 Nov 2018		Finance	Swiss Deposit Adjustment	Francois Jolly Treasury & Investment Management +44 (0) 20 7327 5752
30 Nov 2018		Coming into line	Members/Members Agents to submit applications to introduce new or additional assets (with the exception of Tier 2 assets) for Coming into Line (CIL). All supporting documentation must be received by this date.	Anne Cooper Market Services +44 (0)1634 392576
30 Nov 2018	*	Agency reporting	Agents with financial year ending 30 June 2018 to submit annual financial return (including audited AF1, audited accounts, detailed P&L, forecast P&L and balance sheet)	Jake Tomlin Market Finance +44 (0)20 7327 6581

30 Nov 2018		Direct Corporate Members (DCP)	Deadline for active Direct Corporate Participant members to submit requests for the release of surplus funds at Lloyd's (FAL) excluding Tier 2 assets	Anne Cooper Market Services +44 (0)1634 392576
30 Nov 2018		FAL	Deadline for active members to submit requests for the release of surplus funds at Lloyd's (FAL) excluding Tier 2 assets	Anne Cooper Market Services +44 (0)1634 392576
30 Nov 2018		Direct Corporate Members (DCP)	Interim cash calls to be funded and paid to syndicates.	Theresa Thorp Market Services +44 (0)1634 392059
30 Nov 2018		Distribution	Interim cash calls to be funded and paid to syndicates.	Theresa Thorp Market Services +44 (0)1634 392059
03 Dec 2018	*	Coming into line	Deadline for active members to ensure they are in line with 2018 capital funding requirements.	Angela Beckingham Market Services +44 (0)1634 392083
03 Dec 2018	*	Coming into line	Members' agents to confirm their names are in line by the coming into line deadline.	Angela Beckingham Market Services +44 (0)1634 392083
03 Dec 2018	*	Direct Corporate Members (DCP)	Deadline for active Direct Corporate Participants to ensure they are in line with 2018 capital funding requirements	Angela Beckingham Market Services +44 (0)1634 392083
03 Dec 2018		Direct Corporate Members (DCP)	Direct corporate participants must confirm that they are in line by completing a corporate members' confirmation form.	Anne Cooper Market Services +44 (0)1634 392576
03 Dec 2018		Direct Corporate Members (DCP)	Deadline date for the receipt of signed 2019 syndicate lists from Direct Corporate Participants	Sally Dunning Market Services +44 (0)1634 392486
03 Dec 2018		Coming into line	Deadline date for the receipt of signed 2019 syndicate lists from Direct Corporate Participants	Sally Dunning Market Services +44 (0)1634 392486
05 Dec 2018	*	Syndicate reporting	Managing Agents to return banking documents in relation to trust fund requirements for 2018. Managing Agents will be emailed directly with specific instructions.	Luther Collins International Regulatory Affairs +44 (0)20 7327 6355
07 Dec 2018		FAL	Deadline for all active members to submit their application for the release of surplus Funds at Lloyd's consisting of cash or securities – this applies to only those members who placed surplus assets in FAL in Q4, 2018 based on a projection of their final ECA figures	Anne Cooper Market Services +44 (0)1634 392576
12 Dec 2018	*	Coming into line	Deadline date for the confirmation from Members' Agents that all 2019 syndicate lists have been signed.	Angela Beckingham Market Services +44 (0)1634 392083
12 Dec 2018	*	French office	Q4 2016: GAREAT return to French office for period 01/01/2018 to 10/12/2018	Stephanie Le Ninivin Lloyd's French Office +33 (0)1 42 60 85 92 / +44 (0)20 7327 7030 Maria McLoughlin International Regulatory Affairs +44 (0)20 7327 5209
13 Dec 2018	*	Syndicate reporting	Request sent to managing agents to complete questionnaire relating to policyholders who meet the definition of an 'eligible complainant' to meet Lloyd's FCA reporting requirements.	Jenny Laverty Complaints Department +44 (0)1634 392320

14 Dec 2018	*	Hong Kong Claim Return (HKC)	Submission of Hong Kong Claim Return for November 2018 before 12NOON(UK time) using Core Market Returns software NOTE: This Return is only required to be submitted in relation to business written by a Hong Kong based coverholder and responsibility for such rests with the lead syndicate	Adam Cable International Regulatory Affairs +44 (0)207 327 5277 Thomas Haddrill Lloyd's General Representative for Hong Kong +852 2918 9911 Email: HKCoverholderReporting@lloyds.com
14 Dec 2018	*	Hong Kong Risk Return (HKR)	Submission of Hong Kong Risk Return for November 2018 before 12NOON (UK time) using Core Market Returns software NOTE: This Return is only required to be submitted in relation to business written by a Hong Kong based coverholder and responsibility for such rests with the lead syndicate	Adam Cable International Regulatory Affairs +44 (0)207 327 5277 Thomas Haddrill Lloyd's General Representative for Hong Kong +852 2918 9911 Email: HKCoverholderReporting@lloyds.com
14 Dec 2018	*	Performance Management Data Return	Managing agents to submit Performance Management Data Return for November 2018 before 12:00 using core market returns software	Matthew Orriss Business Intelligence +44 (0)20 7327 6823
20 Dec 2018		Coming into line	Members' Agent to 'Publish' their CIL results in the Member Modeller.	Neil Wells Market Reserving and Capital +44 (0)20 7327 6034
28 Dec 2018	*	Solvency	Active names will be administratively suspended where solvency shortfalls remain uncleared	Kevin Nethersell Market Finance +44 (0)20 7327 6253
28 Dec 2018	*	Solvency	Annual valuation of Funds at Lloyd's	Martin Hassell Market Services +44 (0)1634 392548

31 Dec 2018		Auction	Last date for submission of capacity movements for deceased names post auction three	Sally Dunning Market Services +44 (0)1634 392486
04 Jan 2019	*	Finance	Preliminary pricing and assets available via RBC IS Investor Portal (LCTF)	Donna Broughton Financial Control +44 (0) 1634 392693
04 Jan 2019	*	Finance	Preliminary pricing and assets available via Citidirect(LATF/CRTF/SLTF)	Donna Broughton Financial Control +44 (0) 1634 392693
04 Jan 2019	*	Syndicate reporting	Complaints Team will request confirmation from Managing Agents that all complaints relating to UK policyholders have been notified to Lloyd's under the Complaints Handling Code with a two week deadline for response.	Jenny Laverty Complaints Team +44 (0)1634 392320
04 Jan 2019	*	Australian Terrorism	Managing Agents to submit their opt in or opt out letter to Lloyd's General Representative in Australia and International Regulatory Affairs	Rehan Syed-Muhammad International Regulatory Affairs +44 (0)20 7327 5282
04 Jan 2019	*	Distribution	Last date for managing agents to notify Market Services of any interim cash calls due for payment on 9 February 2019	Theresa Thorp Market Services +44 (0)1634 392059
04 Jan 2019	*	Finance	Preliminary Schedule B (with accrued interest)(LATF/CRTF/SLTF) sent by Citibank	Donna Broughton Financial Control +44 (0)1634 392693
04 Jan 2019	*	Finance	Preliminary Pricing Schedule available by return following email request to Lloyds-STFOMail@lloyds.com (LATF/SLTF/CRTF/LCTF)	Donna Broughton Financial Control +44 (0)1634 392693
04 Jan 2019	*	Syndicate reporting	Managing Agents to confirm via email whether syndicates have written Irish Motor business in 2018	Syed Shahid International Regulatory Affairs +44 (0)20 7327 6051
09 Jan 2019	*	Finance	Certified cash statements LATF/SLTF/CRTF) sent by Citibank	Donna Broughton Financial Control +44 (0)1634 392693
09 Jan 2019	*	Syndicate reporting	Managing Agents to submit GQD return as at Quarter 4 2018 via Core Market Returns	James Lane Market Reserving & Capital +44 (0)20 7327 5952
09 Jan 2019		Non-XIS Return	Managing agents to submit details of Switzerland, New Zealand, South African and Australian business not processed through central accounting - as at 31 December 2018	Hayley Youles Market Finance +44 (0)20 7327 5299
11 Jan 2019	*	Finance	Certified (LCTF) cash statements sent by RBC	Donna Broughton Financial Control +44 (0)1634 392693
11 Jan 2019	*	Finance	Final date for RBC Investor Services to receive pricing queries (LCTF)	Donna Broughton Financial Control +44 (0)1634 392693
15 Jan 2019	*	Performance Management Data Return	Managing agents to submit December (12) Performance Management Data Return for December 2018 before 12:00 using core market returns software	Matthew Orriss Business Intelligence +44 (0)20 7327 6823
15 Jan 2019	*	Syndicate reporting	Response due following the request for managing agents to complete the questionnaire relating to policyholders who meet the definition of an 'eligible complainant' to meet Lloyd's FCA reporting requirements	Jenny Laverty Complaints Team +44 (0)1634 392320
15 Jan 2019	*	Syndicate reporting	Submission of completed Singapore Risk Registration form - This report is only to be completed by those syndicates writing business via the Singapore Platform	Kevin Blake Global Operations +44 (0)20 7327 5689

15 Jan 2019	*	Hong Kong Claim Return (HKC)	Submission of Hong Kong Claim Return for December 2018 before 12NOON (UK time) using Core Market Returns software	Adam Cable International Regulatory Affairs +44 (0)207 327 5277
			NOTE: This Return is only required to be submitted in relation to business written by a Hong Kong based coverholder and responsibility for such rests with the lead syndicate	Thomas Haddrill Lloyd's General Representative for Hong Kong +852 2918 9911 Email: HKCoverholderReporting@lloyds.com
15 Jan 2019	*	Hong Kong Risk Return (HKR)	Submission of Hong Kong Risk Return for December 2018 before 12NOON (UK time) using Core Market Returns software	Adam Cable International Regulatory Affairs +44 (0)207 327 5277
			NOTE: This Return is only required to be submitted in relation to business written by a Hong Kong based coverholder and responsibility for such rests with the lead syndicate	Thomas Haddrill Lloyd's General Representative for Hong Kong +852 2918 9911 Email: HKCoverholderReporting@lloyds.com
16 Jan 2019	*	Finance	Final date for Citibank to receive(LATF/SLTF/CRTF)pricing queries	Donna Broughton Financial Control +44 (0)1634 392693
16 Jan 2019	*	Finance	Final date for Citibank to receive (LATF/SLTF/CRTF)) Asset Statement	Donna Broughton Financial Control +44 (0)1634 392693
16 Jan 2019	*	French office	Opt out deadline for the GAREAT large risk pool.	Stephanie Le Ninivin Lloyd's French Office +33 (0)1 42 60 85 92/+44 (0)20 7327 7030 Maria McLoughlin International Regulatory Affairs +44 (0)20 7327 5209
18 Jan 2019	*	Syndicate reporting	Response due following the request for confirmation from Managing Agents that all complaints relating to policyholders have been notified to Lloyd's under the Complaints Handling Code.	Jenny Laverty Complaints Team +44 (0)1634 392320
18 Jan 2019	*	US reporting	Preliminary reporting packs including schedules F&P available to managing agents.	David Cokayne Market Finance +44 (0)20 7327 6238
18 Jan 2019	*	Australian Terrorism	Managing Agents to submit the Quarter 4 Australian Reinsurance Pool Corporation Return to Lloyd's General Representative in Australia and International Regulatory Affairs	Rehan Syed-Muhammad International Regulatory Affairs +44 (0)20 7327 5282
18 Jan 2019	*	Finance	Initial Tax Package (LCTF) sent by RBC	Donna Broughton Financial Control +44 (0)1634 392693
18 Jan 2019	*	Finance	Certified Scheduled B(LCTF)sent by RBC	Donna Broughton Financial Control +44 (0)1634 392693
18 Jan 2019	*	Non-XIS Return	Managing agents to provide premium, paid claim or outstanding claim data relating to the 2018 calendar year, where the transactions to which these relate were not processed through Xchanging or via the Direct Reporting process.	Rehan Muhammad International Regulatory Affairs +44 (0)20 7327 5282
18 Jan 2019	*	Tax - Members Agent and DCP Level	Members agents/Members required to confirm if they are a Small/Medium Enterprise (SME) for the purpose of upcoming Japanese Tax return.	Simon Tyler Taxation +44 (0)1634 392512
23 Jan 2019	*	Canadian reporting	Electronic packs available on the Overseas Reporting System	Tracey Nash Market Finance +44 (0)20 7327 5435
23 Jan 2019	*	Finance	Certified Schedule B Cash & Assets (LATF/CRTF/SLTF)sent by Citibank	Donna Broughton Financial Control +44 (0)1634 392693

23 Jan 2019	*	Solvency	Market Services to release member's Funds at Lloyd's (FAL) Statements in relation to 30 December 2018 valuation	Martin Hassell Market Services +44 (0)1634 392548
24 Jan 2019		Syndicate reporting	Managing agents to submit quarter four 2018 QSR and QAD via core market returns by 2PM	Paul Appleton Market Finance +44 (0)20 327 6433
25 Jan 2019	*	Direct Corporate Members (DCP)	Deadline for invoices relating to quarter four 2018 Market Services user pays charges to be issued to agents.	Nikki Hopper Market Services +44 (0)1634 392872
25 Jan 2019	*	Distribution	Market Services to calculate Interest on late payment of syndicate losses and advised to managing agents	Claire Sheahan Market Services +44 (0)1634 392904
25 Jan 2019	*	Finance	Final Schedule B(LCTF)Enquiry date	Donna Broughton Financial Control +44 (0)1634 392693
25 Jan 2019	*	User pays	Deadline for invoices relating to quarter four 2018 Market Services user pays charges to be issued to agents.	Nikki Hopper Market Services +44 (0)1634 392872
29 Jan 2019	*	Finance	Illinois Trust Fund quarter four 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
30 Jan 2019	*	Finance	Final tax correction report (if applicable) sent by RBC	Donna Broughton Financial Control +44 (0)1634 392693
30 Jan 2019	*	Finance	Swiss Deposit Adjustment	Gurdip Sappal Treasury & Investment Management +44 (0) 20 7327 5762
30 Jan 2019	*	Finance	Certified Schedule B Amendments (if applicable)(LCTF)sent by RBC	Donna Broughton Financial Control +44 (0)1634 392693
31 Jan 2019	*	Agency reporting	Agents to submit quarterly financial return for quarter ending 31 December 2018 by 2pm. Sign off required by director on behalf of the board.	Jake Tomlin Market Finance +44 (0)20 7327 6581
31 Jan 2019	*	Finance	South African Trust Fund quarter four 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
31 Jan 2019	*	Finance	Australian Trust Fund and Australian and JATF(2) quarter four 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
01 Feb 2019	*	Distribution	Managing Agents to confirm which syndicates are charging interest on late payment of syndicate losses.	Claire Sheahan Market Services +44 (0)1634 392904
05 Feb 2019	*	Finance	Illinois Trust Fund adjustment quarter four 2018 settlement date	Carolyn Smith Financial Control +44(0)1634 392922
05 Feb 2019		Syndicate reporting	Managing Agents to submit excel version of quarterly broker remuneration return	Joanne Tourle Complaints Team +44 (0)1634 392496
06 Feb 2019	*	Canadian reporting	Managing agents to lock completed electronic packs by 16:00.	Tracey Nash Market Finance +44 (0)20 7327 5435
06 Feb 2019	*	Finance	Credit for Reinsurance and Surplus Lines Trust Funds quarter 3 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
06 Feb 2019	*	Finance	Kentucky Trust Fund and Kentucky JATF quarter four 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922

06 Feb 2019	*	US reporting	New syndicates only - Lloyd's recommended date for submission of International Insurance Department (National Association of Insurance Commissioners) applications and fees if a syndicate intends to write US surplus lines business (for 1 April 2019)	Luther Collins International Regulatory Affairs +44 (0)20 7327 6355
07 Feb 2019	*	Finance	Australian Trust Fund and Australian and JATF(2) adjustment, quarter four 2018 settlement date	Carolyn Smith Financial Control +44 (0)1634 392922
07 Feb 2019	*	Finance	South African Trust Fund adjustment quarter four 2018 settlement date	Carolyn Smith Financial Control +44(0)1634 392922
08 Feb 2019	*	Distribution	Interim cash calls to be funded and paid to syndicates	Theresa Thorp Market Services +44 (0)1634 392059
08 Feb 2019	*	Direct Corporate Members (DCP)	Interim cash calls to be funded and paid to syndicates	Theresa Thorp Market Services +44 (0)1634 392059
22 Feb 2019		Syndicate reporting	Managing agents to submit quarter four 2019 QMB, via core market returns by 2PM	Tom Halfpenny Business Intelligence +44 (0)20 7327 5943
28 Feb 2019		Syndicate reporting	Submit audited Q4 2018 QSR via CMR, by 2pm	Paul Appleton Market Finance +44 (0)20 7327 6433
01 Mar 2019	*	Distribution	Last date for Managing Agents to submit personal expense information for results collection via Distribution website	Claire Sheahan Market Services +44 (0)1634 392904
01 Mar 2019	*	LCR	Managing Agents to submit, by 1pm, re-assessed Lloyd's Capital Return (LCR) pro forma for any syndicate whose ultimate SCR has moved materially (greater than 10% movement prior to adjustment for: FX, risk margin and reinsurance contract boundary adjustment changes as a minimum). The LCR submission should be a full pro forma submitted via the Core Market Returns platform and include: supporting changes to the methodology document; supplementary questionnaire & analysis of change template. The LCR should be calculated at the year-end exchange rate and be based on the final 2019 Syndicate Business Forecast (SBF) submission.	Kevin Barnes Market Reserving and Capital +44 (0)20 7327 5683
18 Mar 2019		Syndicate reporting	Managing Agents to submit AAD, ASR and ASB as at 31 December 2018 via Core Market Returns BY 2PM	Paul Appleton Market Finance +44 (0)20 7327 6433
20 Mar 2019	*	Syndicate reporting	Managing Agents to submit TPD return as at year-end 2018 via Core Market Returns	James Lane Market Reserving & Capital +44 (0)20 7327 5952
21 Mar 2019	*	Distribution	Remittance & Loss advices sent to Managing Agents for confirmation of amounts being collected via Lloyd's Central Accounting, including profit collections for Direct Corporate Members real debts and open year releases	Claire Sheahan Market Services +44 (0)1634 392904
21 Mar 2019	*	Syndicate reporting	Managing agents to submit PDF electronic versions of syndicate annual accounts and syndicate underwriting year accounts as at 31 December 2018 via the Market Returns website	Jake Tomlin Market Finance +44 (0)20 7327 6581
22 Mar 2019	*	Direct Corporate Members (DCP)	UK solvency data produced and despatched to members' agents and direct corporate participants	Kevin Nethersell Market Finance +44 (0)20 7327 6253
22 Mar 2019	*	Solvency	UK solvency data produced and despatched to members' agents and direct corporate participants	Kevin Nethersell Market Finance +44 (0)20 7327 6253

22 Mar 2019	*	Syndicate reporting	Quarterly monitoring return extract for quarter four 2018 dispatched to recipients.	Jake Tomlin Market Finance +44 (0)20 7327 6581
26 Mar 2019	*	Distribution	Managing Agents to return Remittance & Loss advices to confirm profit amounts being collected via Lloyd's Central Accounting	Claire Sheahan Market Services +44 (0)1634 392904
28 Mar 2019	*	Distribution	Members' agents submit agent expense (AE) data files to Market Services	Claire Sheahan Market Services +44 (0)1634 392904
29 Mar 2019	*	Exposure Management and Reinsurance	Managing Agents to submit Realistic Disaster Scenario (RDS) return as at 1 January 2019 including Supplementary Information by MIDDAY. This return is via CMR.	Steven Champion Lloyd's Risk Aggregation +44 (0)20 7327 5983
29 Mar 2019	*	Finance	Swiss Deposit Adjustment	Francois Jolly Treasury & Investment Management +44 (0) 20 7327 5722
29 Mar 2019	*	Minimum Standards	Managing Agents to submit Attestation of Compliance with the Minimum Standards for each syndicate under management to oversight.framework@lloyds.com	Lyndsay Deeves Risk Assurance +44 (0)20 7327 5993
29 Mar 2019	*	Syndicate reporting	Managing Agents to send annual and underwriting year accounts to members.	Jake Tomlin Market Finance +44 (0)20 7327 6581
29 Mar 2019	*	Syndicate reporting	Managing Agents to submit to PMD Related Parties Disclosure template	RelatedPartiesDisclosure@lloyds.com
29 Mar 2019	*	Declaration of compliance	Deadline for Members Agents to submit declaration of compliance	Angela Beckingham Market Services +44 (0)1634 392083
29 Mar 2019	*	Solvency	Solvency date by which all non-life actuarial reports supporting the UK solvency and US trust fund opinions must be submitted to the Lloyd's Actuary	Catherine Scullion Market Reserving and Capital +44 (0)20 7327 5567
29 Mar 2019	*	Syndicate reporting	Managing agents to submit annual ORSA Report Return for each syndicate under management to ORSASubmissions@lloyds.com	Lyndsay Deeves Risk Assurance +44 (0)20 7327 5993
03 Apr 2019	*	Syndicate reporting	Complaints team will request a sample of Summary Resolution Communications issued in the previous quarter to be reviewed in accordance with the UK Complaints Handling Code with a two week deadline for response.	Caron Viollet Complaints Team +44 (0)1634 392217
04 Apr 2019	*	Syndicate reporting	Complaints Team will request confirmation from Managing Agents that all complaints relating to UK policyholders have been notified to Lloyd's under the Complaints Handling Code with a two week deadline for response.	Jenny Laverty Complaints Team +44 (0)1634 392320
05 Apr 2019	*	French office	Submission of completed syndicate medical malpractice legal liability return to Lloyd's France	Stephanie Le Ninivin Lloyd's French Office +33 (0)1 42 60 85 92/+44 (0) 20 7327 7030
10 Apr 2019	*	Distribution	2016 distribution debt allocation process and interchange of information with members' agents and Direct Corporate Participants to commence	Theresa Thorp Market Services +44 (0)1634 392059
10 Apr 2019	*	Non-XIS Return	Managing agents to submit details of Switzerland, New Zealand, South African and Australian business not processed through central accounting as at 31 March 2019	Hayley Youles Market Finance +44 (0)20 7327 5299
10 Apr 2019	*	Syndicate reporting	Managing Agents to submit GQD return as at Quarter 1 2019 via Core Market Returns BY 2PM	James Lane Market Reserving & Capital +44 (0)20 7327 5952
10 Apr 2019	*	Direct Corporate Members (DCP)	2016 distribution debt allocation process and interchange of information with members' agents and Direct Corporate participants to commence	Theresa Thorp Market Services +44 (0)1634 392059

10 Apr 2019	*	Distribution	Market Services to collect sterling and US\$ profits from funds Lloyd's American Trust Fund (LATF) and Lloyd's Dollar Trust Fund (LDTF) via central accounting (non-fastrack amounts only). Note: any Open year releases should be included.	Claire Sheahan Market Services +44 (0)1634 392904
10 Apr 2019	*	Distribution	Managing Agents to provide technical cash call statements in respect of LATF surpluses, where appropriate, to Market Services (Life syndicates only)	Claire Sheahan Market Services +44 (0)1634 392904
12 Apr 2019	*	FAL	Capital test - Release test/Coming into Line (CIL) calculations as at 30 December 2018 issued to Members' Agents	Louise Holliday Market Services +44 (0)1634 392174
12 Apr 2019	*	Syndicate reporting	Managing Agents to return certificate and auditors statement for syndicates writing Irish Motor business	Syed Shahid International Regulatory Affairs +44 (0)20 7327 6051
12 Apr 2019	*	Tax - Syndicate Level	Complete US investment income supplementary information and provide copies of 1042-S received from custodians to Tax Operations	Lorraine Neal Taxation +44 (0)1634 392376
12 Apr 2019	*	US reporting	Electronic packs for US filings to New York Insurance Department available on the Overseas reporting system.	David Cokayne Market Finance +44 (0)20 7327 6238
16 Apr 2019	*	Performance Management Data Return	Managing agents to submit Performance Management Data Return for March 2018 before 12:00 using core market returns software	Matthew Orriss Business Intelligence +44 (0)20 7327 6823
16 Apr 2019	*	Syndicate reporting	Submission of completed Singapore Risk Registration form - This report is only to be completed by those syndicates writing business via the Singapore Platform	Kevin Blake Global Operations +44 (0)20 7327 5689
16 Apr 2019	*	Hong Kong Claim Return (HKC)	Submission of Hong Kong Claim Return for March 2018 before 12NOON (UK time) using Core Market Returns software	Adam Cable International Regulatory Affairs +44 (0)207 327 5277
			NOTE: This Return is only required to be submitted in relation to business written by a Hong Kong based coverholder and responsibility for such rests with the lead syndicate	Thomas Haddrill Lloyd's General Representative for Hong Kong +852 2918 9911 Email: HKCoverholderReporting@lloyds.com

16 Apr 2019	*	Hong Kong Risk Return (HKR)	Submission of Hong Kong Risk Return for March 2018 before 12NOON (UK time) using Core Market Returns software NOTE: This Return is only required to be submitted in relation to business written by a Hong Kong based coverholder and responsibility for such rests with the lead syndicate	Adam Cable International Regulatory Affairs +44 (0)207 327 5277 Thomas Haddrill Lloyd's General Representative for Hong Kong +852 2918 9911 Email: HKCoverholderReporting@lloyds.com
18 Apr 2019	*	Syndicate reporting	Response due following the request for confirmation from Managing Agents that all complaints relating to policyholders have been notified to Lloyd's under the Complaints Handling Code.	Jenny Laverty Complaints Team +44 (0)1634 392320
18 Apr 2019		Syndicate reporting	Managing agents to submit quarter one 2018 QSR and QAD, via core market returns	Paul Appleton Market Finance +44 (0)20 7327 6433
19 Apr 2019	*	Australian Terrorism	Managing Agents to submit the Quarter 1 Australian Reinsurance Pool Corporation Return to Lloyd's General Representative in Australia and International Regulatory Affairs	Rehan Syed-Muhammad International Regulatory Affairs +44 (0)20 7327 5282
19 Apr 2019	*	Direct Corporate Members (DCP)	Capital test - Release test/Coming into Line (CIL) calculations as at 30 December 2017 issued to DCP Members.	Andrew Mires Market Services +44 (0)1634 392374
19 Apr 2019	*	Tax - Members Agent and DCP Level	Last date for members' agents to advise Tax Operations of stop loss policies paid or stop loss recoveries received in respect of their members.	Simon Tyler Taxation +44 (0)1634 392512
24 Apr 2019	*	Canadian reporting	Provision of Preliminary packs to market	Tracey Nash Market Finance +44 (0)20 7327 5435
25 Apr 2019	*	Direct Corporate Members (DCP)	Provision of updated ECAs for all members (via member modelling software) using year end rates of exchange and post Dec 2017 RITCs	Neil Wells Market Reserving and Capital + 44 (0)20 7327 6034
25 Apr 2019	*	Direct Corporate Members (DCP)	Deadline for invoices relating to quarter one 2018 Market Services user pays charges to be issued to agents.	Nikki Hopper Market Services +44 (0)1634 392872
25 Apr 2019	*	Finance	South African Trust Fund quarter one 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
25 Apr 2019	*	User pays	Deadline for invoices relating to quarter one 2018 Market Services user pays charges to be issued to agents.	Nikki Hopper Market Services +44 (0)1634 392872
26 Apr 2019	*	Direct Corporate Members (DCP)	Market Services prepare and despatch consolidated personal accounts to members' agents and direct corporate participants.	Graham Bonner Market Services +44 (0)1634 392056
26 Apr 2019	*	Finance	Illinois Trust Fund quarter one 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922

26 Apr 2019	*	French office	GAREAT large risk annual return - risks over EUR150m	Stephanie Le Ninivin Lloyd's French Office +33 (0)1 42 60 85 92/+44 (0) 20 7327 7030
				Maria McLoughlin International Regulatory Affairs +44 (0) 20 7327 5209
26 Apr 2019	*	Tax - Members Agent and DCP Level	US Tax - Corporate members to confirm change of control information and controlled foreign corporation status for the United States income tax return	Simon Tyler Taxation +44 (0)1634 392512
30 Apr 2019	*	Agency agreements	Latest date for managing agents of unaligned syndicates to apply to Lloyd's for permission to terminate the managing agent's agreements in relation to a syndicate if they intend to effect a syndicate merger, a minority buy-out of the unaligned capacity or to increase fees/profit commission	Kevin Lazarus Legal Services +44 (0)20 7327 6737
30 Apr 2019	*	Agency reporting	Agents to submit quarterly financial return for quarter ending 31 March 2018. Sign off required by director on behalf of the board.	Jake Tomlin Market Finance +44 (0)20 7327 6581
30 Apr 2019	*	Distribution	Market Services prepare and despatch consolidated personal accounts to members' agents and direct corporate participants.	Claire Sheahan Market Services +44 (0)1634 392904
01 May 2019	*	Canadian reporting	Managing agents to lock completed electronic reporting packs	Tracey Nash Market Finance +44 (0)20 7327 5435
01 May 2019	*	Distribution	Market Services estimated date when first surpluses will be available for payment to members.	Theresa Thorp Market Services +44 (0)1634 392059
01 May 2019	*	US reporting	Submission of TRIA electronic filing to Market Finance via SecureStore for filing with FIO by 15 May 2018	Hayley Youles Market Finance +44 (0)20 7327 5299
01 May 2019	*	US reporting	Managing agents to lock completed electronic reporting packs	David Cokayne Market Finance +44 (0)20 7327 6238
02 May 2019	*	Direct Corporate Members (DCP)	Market Services estimated date when first surpluses will be available for payment to members.	Theresa Thorp Market Services +44 (0)1634 392059
03 May 2019	*	US reporting	Managing agents to submit signed and notarised jurat pages to Market Finance.	David Cokayne Market Finance +44 (0)20 7327 6238
03 May 2019	*	US reporting	Managing Agents to submit cash transfer forms to Settlement and Trust Funds	Donna Broughton Settlement and Trust Funds +44 (0)1634 392693
03 May 2019	*	US reporting	New syndicates only - Lloyd's recommended date for submission of International Insurance Department (National Association of Insurance Commissioners) applications and fees if a syndicate intends to write US surplus lines business (for 1 July 2018)	Luther Collins International Regulatory Affairs +44 (0)20 7327 6355
03 May 2019	*	Tax - Syndicate Level	Submit details of United States syndicate information statements (SIS) and expenses schedules for the purpose of filing the United States federal income tax return to Tax Operations	Simon Tyler Tax Operations +44 (0)1634 392512
08 May 2019	*	Syndicate reporting	Managing Agents to submit excel version of quarterly broker remuneration return	Joanne Tourle Complaints Team +44 (0)1634 392496

09 May 2019	*	Finance	Credit for reinsurance and surplus lines trust funds quarter four 2017 - settlement date	Carolyn Smith Financial Control +44 (0)1634 392922
09 May 2019	*	Finance	Australian Trust Fund adjustment, quarter one 2018, settlement date	Carolyn Smith Financial Control +44 (0)1634 392922
09 May 2019	*	Finance	Kentucky Trust Fund adjustment quarter one 2018, settlement date	Carolyn Smith Financial Control +44 (0)1634 392922
10 May 2019	*	Syndicate reporting	Managing agents to submit quarter one 2018 QMA via core market returns by 2PM	Jake Tomlin Market Finance +44 (0)20 7327 6581
10 May 2019	*	Syndicate reporting	Managing agents to submit quarter one 2018 QMB, via core market returns by 2PM	Thomas Halfpenny Business Intelligence +44 (0)20 7327 5943
10 May 2019	*	US reporting	US Situs Top up cash movement date	Donna Broughton Settlement and Trust Funds +44 (0)1634 392206
10 May 2019	*	Canadian reporting	Managing agents to submit cash transfer forms to Settlement and Trust Funds	Donna Broughton Settlement and Trust Funds +44 (0)1634 392693
10 May 2019	*	Finance	Canadian Margin Fund, quarter one 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
15 May 2019	*	Performance Management Data Return	Managing agents to submit Performance Management Data Return for April 2018 before 12:00 using core market returns software	Matthew Orriss Business Intelligence +44 (0)20 7327 6823
15 May 2019	*	Hong Kong Claim Return (HKC)	Submission of Hong Kong Claim Return for April 2018 before 12NOON (UK time) using Core Market Returns software NOTE: This Return is only required to be submitted in relation to business written by a Hong Kong based coverholder and responsibility for such rests with the lead syndicate	Adam Cable International Regulatory Affairs +44 (0)207 327 5277 Thomas Haddrill Lloyd's General Representative for Hong Kong +852 2918 9911 Email: HKCoverholderReporting@lloyds.com
15 May 2019	*	Hong Kong Risk Return (HKR)	Submission of Hong Kong Risk Return for April 2018 before 12NOON (UK time) using Core Market Returns software NOTE: This Return is only required to be submitted in relation to business written by a Hong Kong based coverholder and responsibility for such rests with the lead syndicate	Adam Cable International Regulatory Affairs +44 (0)207 327 5277 Thomas Haddrill Lloyd's General Representative for Hong Kong +852 2918 9911 Email: HKCoverholderReporting@lloyds.com
16 May 2019	*	Syndicate reporting	Quarterly monitoring return (QMR) extract for quarter one 2018 dispatched to recipients.	Jake Tomlin Market Finance +44 (0)20 7327 6581
16 May 2019	*	User pays	Complaints handling charges due to be levied provided to managing agents to allow them to be verified prior to collection via ARCS	Donna Nesbitt Complaints Team +44 (0)1634 392497
17 May 2019	*	Canadian reporting	Quarter One, 2017 Canadian Funding cash movement date	Donna Broughton Settlement and Trust Funds + 44 (0)1634 392693
17 May 2019	*	Coming into line	Deadline for all Members to submit any applications for Tier 2 assets /instructions for CIL, partial releases and substitutions. All documentation must be received by this date, no extensions to this deadline will be granted.	Anne Cooper Market Services +44 (0)1634 392576

17 May 2019	*	Direct Corporate Members (DCP)	Deadline for all Members to submit any applications for Tier 2 assets /instructions for CIL, partial releases and substitutions. All documentation must be received by this date, no extensions to this deadline will be granted.	Anne Cooper Market Services +44 (0)1634 392576
17 May 2019	*	FAL	Deadline for all Members to submit any applications for Tier 2 assets /instructions for CIL, partial releases and substitutions. All documentation must be received by this date, no extensions to this deadline will be granted.	Anne Cooper Market Services +44 (0)1634 392576
17 May 2019	*	Finance	Canadian Margin Fund adjustment, quarter one 2018, settlement date	Carolyn Smith Financial Control +44 (0)1634 392922
22 May 2019	*	China Reinsurance Registration	Confirmation that material, provided to the syndicate by Lloyd's for review, can be submitted to the China Insurance Regulatory Commission (CIRC) in order to meet the quarterly reinsurance registration process. Note: This confirmation is only required in relation to syndicates that are registered with CIRC.	Rehan Muhammad International Regulatory Affairs +44 (0) 20 7327 5282 Maxine Hooper International Regulatory Affairs +44 (0) 20 7327 6291 ChinaReinsuranceRegistration@lloyds.com
24 May 2019	*	Exposure Management and Reinsurance	Managing Agents to submit Lloyd's Catastrophe Model (LCM) Quarterly Return as at 1 April 2018 by MIDDAY. This return is via SecureStore.	Steven Champion Lloyd's Risk Aggregation +44 (0)20 7327 5983
24 May 2019	*	Syndicate reporting	Managing Agents to submit Actuarial Function Reports (covering TPs and Risk Management) for each syndicate under management to AFReports@lloyds.com.	Catherine Scullion Market Reserving & Capital +44 (0)20 7327 5567
30 May 2019	*	Finance	Swiss Deposit Adjustment	Francois Jolly Treasury & Investment Management +44 (0) 20 7327 5752
30 May 2019	*	Finance	ASL 2nd Income Distribution (excl Lloyd's Asia)	Mat Stone Financial Control +44 (0)1634 392202
31 May 2019	*	Agency reporting	Agents with financial year ending 31 December 2017 to submit annual financial return (including audited AF1, audited accounts, detailed P&L, forecast P&L and balance sheet	Jake Tomlin Market Finance +44 (0)20 7327 6581
31 May 2019	*	Distribution	Latest date for members' agents to send consolidated personal accounts to members.	Claire Sheahan Market Services +44 (0)1634 392904
31 May 2019	*	Tax - Syndicate Level	Submit details of Canadian Syndicate Information Statements (SIS) to determine the tax liability for filing Canadian tax return for non-Canadian residents	Cheryl Masson Taxation +44 (0)1634 392620
28 Jun 2019		Tax - Syndicate Level	A PE certification form for Members' overseas tax filings should be completed by Managing Agents for each Syndicate (including each Special Purpose Arrangement) that they manage in respect of business planned to be written in the 2020 calendar year.	Aarti Dalsania Tax +44 (0)20 7327 6183