

## Business Timetable Export



**Created Date:** Sunday, November 18, 2018  
**Category Filter:** Unfiltered  
**Start Date Filter:** Monday, November 12, 2018  
**End Date Filter:**

\* Deadlines marked with an asterisk are provisional dates

Deadline	Provisional	Topic	Activity	Contact Details
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	*	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	*	Hong Kong Risk Return (HKR)	Submission of Hong Kong Risk 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		US reporting	US Situs top up cash movement date	Donna Broughton Settlement and Trust Funds +44 (0)1634 392693

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
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
16 Nov 2018		Finance	Canadian Margin Fund quarter three 2018 - statements sent to managing agents	Carolyn Smith Group Finance +44 (0)1634 392922
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	*	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
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
22 Nov 2018		Syndicate Business Planning	CPG approval deadline for aligned syndicates.	Eva Bocci Performance Management +44 (0)20 7327 5496
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	*	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

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
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		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		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	*	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	*	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
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 SFReturns@lloyds.com	Taraash Gautam Market Reserving & Capital +44 (0)20 7327 5092
23 Nov 2018	*	Finance	ASL Expense Collection	Mat Stone Financial Control +44 (0)1634 392202
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		Auction	Settlement day for auctions one, two and three (debit date)	Sally Dunning Market Services +44 (0)1634 392486
23 Nov 2018		Finance	Canadian Margin Fund adjustment, quarter three 2018 settlement date	Carolyn Smith Group Finance +44 (0)1634 392922
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		Distribution	Interim cash calls to be funded and paid to syndicates.	Theresa Thorp Market Services +44 (0)1634 392059
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		FAL	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		FAL	No further FAL files to be submitted until 2019	Anne Cooper Market Services +44 (0)1634 392576

30 Nov 2018		FAL	Deadline for all Members to submit their application to substitute assets on a £ for £ basis within their Fund at Lloyd's (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		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		Direct Corporate Members (DCP)	Members/Member 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		Direct Corporate Members (DCP)	No further FAL files to be submitted until 2019	Anne Cooper Market Services +44 (0)1634 392576
30 Nov 2018		Direct Corporate Members (DCP)	Deadline for all Members to submit their application to substitute assets on a £ for £ basis within their Fund at Lloyd's (excluding Tier 2 assets)	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
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		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
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
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		Coming into line	Deadline for all stock to be settled into FAL for Year-End CIL	Anne Cooper Market Services +44 (0)1634 392576
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
07 Dec 2018		FAL	Deadline for all stock to be settled into FAL for Year-End CIL	Anne Cooper Market Services +44 (0)1634 392576
07 Dec 2018		Direct Corporate Members (DCP)	Deadline for all stock to be settled into FAL for Year-End CIL	Anne Cooper Market Services +44 (0)1634 392576

07 Dec 2018		Direct Corporate Members (DCP)	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 Lavery 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	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
17 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
31 Dec 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
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	*	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
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	*	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	*	Finance	Preliminary pricing and assets available via RBC IS Investor Portal (LCTF)	Donna Broughton Group Finance +44 (0) 1634 392693

04 Jan 2019	*	Finance	Preliminary pricing and assets available via Citidirect(LATF/CRTF/SLTF)	Donna Broughton Group Finance +44 (0) 1634 392693
04 Jan 2019	*	Finance	Preliminary Schedule B (with accrued interest)(LATF/CRTF/SLTF) sent by Citibank	Donna Broughton Group Finance +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 Group Finance +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
09 Jan 2019	*	Finance	Certified cash statements LATF/SLTF/CRTF) sent by Citibank	Donna Broughton Group Finance +44 (0)1634 392693
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 Group Finance +44 (0)1634 392693
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 Lavery 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 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
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	*	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
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
16 Jan 2019	*	Finance	Final date for Citibank to receive (LATF/SLTF/CRTF)) Asset Statement	Donna Broughton Group Finance +44 (0)1634 392693

16 Jan 2019	*	Finance	Final date for Citibank to receive(LATF/SLTF/CRTF)pricing queries	Donna Broughton Group Finance +44 (0)1634 392693
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	*	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
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	*	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		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	*	Finance	Certified Scheduled B(LCTF)sent by RBC	Donna Broughton Group Finance +44 (0)1634 392693
18 Jan 2019	*	Finance	Initial Tax Package (LCTF) sent by RBC	Donna Broughton Group Finance +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
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 Group Finance +44 (0)1634 392693
23 Jan 2019		Canadian reporting	Electronic packs available on the Overseas Reporting System	Tracey Nash Market Finance +44 (0)20 7327 5435
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	*	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	*	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
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	*	Finance	Final Schedule B(LCTF)Enquiry date	Donna Broughton Group Finance +44 (0)1634 392693
29 Jan 2019	*	Finance	Illinois Trust Fund quarter four 2018 - statements sent to managing agents	Carolyn Smith Group Finance +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 Group Finance +44 (0)1634 392693
30 Jan 2019		Finance	South African Trust Fund quarter four 2018 - statements sent to managing agents	Carolyn Smith Group Finance +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 Group Finance +44 (0)1634 392922
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
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		Syndicate reporting	Managing Agents to submit excel version of quarterly broker remuneration return	Joanne Tourle Complaints Team +44 (0)1634 392496
05 Feb 2019		Finance	Australian Trust Fund and Australian and JATF(2) adjustment, quarter four 2018 settlement date	Carolyn Smith Group Finance +44 (0)1634 392922
05 Feb 2019		Finance	Kentucky Trust Fund and Kentucky JATF quarter four 2018 - statements sent to managing agents	Carolyn Smith Group Finance +44 (0)1634 392922
05 Feb 2019		Finance	Illinois Trust Fund adjustment quarter four 2018 settlement date	Carolyn Smith Group Finance +44(0)1634 392922
05 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	*	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
06 Feb 2019		Canadian reporting	Managing agents to lock completed electronic packs.	Tracey Nash Market Finance +44 (0)20 7327 5435
06 Feb 2019		Canadian reporting	Managing agents to lock completed electronic packs.	Tracey Nash Market Finance +44 (0)20 7327 5435
06 Feb 2019		Finance	South African Trust Fund adjustment quarter four 2018 settlement date	Carolyn Smith Group Finance +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

13 Feb 2019	*	Finance	Kentucky Trust Fund and Kentucky JATF adjustment, quarter four 2018, settlement date	Carolyn Smith Financial Control +44(0)1634 392922
14 Feb 2019	*	Solvency	Date by which all actuarial US trust fund opinions must be submitted to Catherine Scullion	Catherine Scullion Market Reserving and Capital +44 (0)20 7327 5567
14 Feb 2019		US reporting	Submission of packs including Schedules F&P completed and locked by managing agents.	David Cokayne Market Finance +44 (0)20 7327 6238
14 Feb 2019		Solvency	Date by which all World-Wide statement of actuarial opinion (SAO) must be submitted to Ajay Shah	Ajay Shah Market Reserving and Capital +44 (0)20 7327 5682
14 Feb 2019		Syndicate reporting	Managing agents to submit Quarter 4 2018 QMA return via Core Market Returns by 2pm.	Jake Tomlim Market Finance +44 (0)20 7327 6581
14 Feb 2019		Syndicate reporting	Managing agents to submit quarter four 2018 QMB, via core market returns by 2PM	Tom Halfpenny Business Intelligence +44 (0)20 7327 5943
15 Feb 2019	*	Hong Kong Risk Return (HKR)	Submission of Hong Kong Risk Return for January 2019 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 Feb 2019	*	Hong Kong Claim Return (HKC)	Submission of Hong Kong Claim Return for January 2019 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 Feb 2019	*	Solvency	Date by which all SAO templates should be submitted to SAOReports@Lloyds.com	Catherine Scullion Market Reserving and Capital +44 (0)20 7327 5567
15 Feb 2019	*	Performance Management Data Return	Managing agents to submit Performance Management Data Return for January 2019 before 12:00 using core market returns software	Matthew Orriss Business Intelligence +44 (0)20 7327 6823
15 Feb 2019	*	Exposure Management and Reinsurance	Managing Agents to submit Lloyd's Catastrophe Model (LCM) Quarterly Return as at 1 January 2019 by MIDDAY. This return is via SecureStore.	Steven Champion Lloyd's Risk Aggregation +44 (0)20 7327 5983
18 Feb 2019		US reporting	The requirement to provide updated 2019 LCM Forecast Factors within the Q1 return has been removed for this year. Managing Agents to submit cash transfer forms to Settlement and Trust Funds	Donna Broughton Settlement and Trust Funds +44 (0)1634 392693
19 Feb 2019		US reporting	Managing agents to deliver notarised hard copy returns (including schedules F&P) to Market Finance	David Cokayne Market Finance +44 (0)20 7327 6238
21 Feb 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
22 Feb 2019	*	Tax - Members Agent and DCP Level	Members' agents and members to complete and return member-level reinsurance ceded forms for Federal Excise tax purposes	Simon Tyler Taxation +44 (0)1634 392512
22 Feb 2019	*	Exposure Management and Reinsurance	SRS Q1 2019 syndicate submission deadline - BY MIDDAY	Chris Wallings Lloyd's Risk Aggregation +44 (0)20 7327 5048
22 Feb 2019	*	Tax - Syndicate Level	Managing agents to complete and return syndicate reinsurance ceded forms.	Simon Tyler Tax Department +44 (0)1634 392512

25 Feb 2019		US reporting	Cash Transfer value date	Donna Broughton Settlement and Trust Funds +44 (0)1634 392693
28 Feb 2019		Syndicate reporting	Submit audited Q4 2018 QSR via CMR, by 2pm	Paul Appleton Market Finance +44 (0)20 7327 6433
28 Feb 2019		Agency reporting	Agents with financial year ending 30 September 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
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	*	Syndicate reporting	Managing Agents to submit the model change template for each syndicate under management to GSII@lloyds.com at the same time as the LCR reassessment.	Lyndsay Deeves Risk Assurance +44 (0)20 7327 5993
01 Mar 2019	*	Syndicate reporting	Cash transfer statements for open year profits to be submitted to Market Finance	Kevin Nethersell Market Finance +44 (0)20 7327 6253
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
08 Mar 2019	*	Distribution	Last date to notify Market Services of any open year 16 June cash calls for inclusion in the 2016 distribution process	Theresa Thorp Market Services +44 (0)1634 392059
08 Mar 2019	*	Distribution	Market Services to provide initial extract of Results data for Managing Agents	Claire Sheahan Market Services +44 (0)1634 392904
08 Mar 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
14 Mar 2019	*	French office	Q5 2018: GAREAT large risk return to French Office for period 1 January 2018 to 31 December 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 Mar 2019	*	French office	Q1 2019: GAREAT large risk return to French Office for period 1 January 2019 to 10 March 2019.	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

15 Mar 2019	*	Hong Kong Risk Return (HKR)	Submission of Hong Kong Risk Return for February 2019 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 Mar 2019	*	Hong Kong Claim Return (HKC)	Submission of Hong Kong Claim Return for February 2019 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 Mar 2019	*	Distribution	Market Services to issue distribution data (DD) files to members' agents	Claire Sheahan Market Services +44 (0)1634 392904
15 Mar 2019	*	Distribution	Managing Agents to raise any queries with Results data calculations	Theresa Thorp Market Services +44 (0)1634 392059
15 Mar 2019	*	Canadian reporting	Quarter Four, 2017 Canadian Funding cash movement date	Donna Broughton Settlement and Trust Funds +44 (0)1634 392693
15 Mar 2019	*	Canadian reporting	Canadian Margin Fund adjustment date	Donna Broughton Settlement and Trust Funds +44 (0)1634 392693
15 Mar 2019	*	Performance Management Data Return	Managing agents to submit Performance Management Data Return for February 2019 before 12:00 using core market returns software	Matthew Orriss Business Intelligence +44 (0)20 7327 6823

15 Mar 2019	*	Finance	Canadian Margin Fund quarter four 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
15 Mar 2019	*	Finance	Canadian Margin Fund adjustment, quarter four 2018 settlement date	Carolyn Smith Group Finance +44 (0)1634 392922
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
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	*	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		Syndicate reporting	Managing agents to submit syndicate annual report and accounts as at 31 December 2018 together with agent and auditor confirmation of agreement with QMA	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
27 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
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	*	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	*	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 submit to PMD Related Parties Disclosure template	RelatedPartiesDisclosure@lloyds.com
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
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	*	Declaration of compliance	Deadline for Members Agents to submit declaration of compliance	Angela Beckingham Market Services +44 (0)1634 392083
29 Mar 2019		Syndicate reporting	Quarterly monitoring return extract for quarter four 2018 dispatched to recipients.	Jake Tomlin Market Finance +44 (0)20 7327 6581

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
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	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
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	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	*	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	*	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
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 quarterly filing available on ORS	David Cokayne Market Finance +44 (0)20 7327 6238
15 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	*	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
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  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 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
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	*	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
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	*	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
24 Apr 2019	*	Canadian reporting	Provision of Preliminary packs to market	Tracey Nash Market Finance +44 (0)20 7327 5435
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
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
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
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
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	*	Distribution	Market Services prepare and despatch consolidated personal accounts to members' agents and direct corporate participants.	Claire Sheahan Market Services +44 (0)1634 392904
30 Apr 2019		Agency reporting	Agents to submit quarterly financial return for quarter ending 31 March 2019. Sign off required by director on behalf of the board.	Jake Tomlin Market Finance +44 (0)20 7327 6581
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
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	*	Canadian reporting	Managing agents to lock completed electronic reporting packs	Tracey Nash Market Finance +44 (0)20 7327 5435
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
09 May 2019	*	Syndicate reporting	Managing agents to submit quarter one 2019 QMA via core market returns by 2PM	Jake Tomlin Market Finance +44 (0)20 7327 6581
09 May 2019		Syndicate reporting	Managing agents to submit quarter one 2019 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	*	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

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	*	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		Syndicate reporting	Quarterly monitoring return (QMR) extract for quarter one 2019 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	*	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	*	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	*	Canadian reporting	Quarter One, 2017 Canadian Funding cash movement date	Donna Broughton Settlement and Trust Funds + 44 (0)1634 392693
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	*	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	*	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
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
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	*	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
31 May 2019		Agency reporting	Agents with financial year ending 31 December 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
14 Jun 2019	*	Distribution	2015 distribution losses to be funded and paid to syndicates.	Theresa Thorp Market Services +44 (0)1634 392059
14 Jun 2019	*	French office	Q6 2017 (regularisation return): GAREAT large risk return to French office for 01/01/2017 to 31/12/2017 (if required)	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 Jun 2019	*	French office	Q2 2018: GAREAT large risk return to French office for period 01/01/2018 to 10/06/2018	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 Jun 2019	*	Hong Kong Risk Return (HKR)	Submission of Hong Kong Risk Return for May 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 Jun 2019	*	US reporting	Submission of NAIC/IID electronic filing to Market Finance via SecureStore by 15 June 2018 for filing with the NAIC by 30 June 2018 (and fee payment by 30/6).	Hayley Youles Market Finance +44 (0)20 7327 5299
17 Jun 2019	*	Performance Management Data Return	Managing agents to submit Performance Management Data Return for May 2018 before 12:00 using core market returns software	Matthew Orriss Business Intelligence +44 (0)20 7327 6823
20 Jun 2019	*	Agency agreements	Latest date for the submission of full applications to increase fee/profit commission by managing agents in relation to unaligned syndicates.	Kevin Lazarus Legal Services +44 (0)20 7327 6737

20 Jun 2019	*	Agency agreements	Latest date by which a written application from a managing agent that intends to proceed to effect a syndicate merger (other than where all the syndicates are aligned) must be submitted where that managing agent has already given notice of intention to Lloyd's (copied to members' agents and direct corporate participants) by 30 April to effect a syndicate merger	Paul Thornton Legal Services +44 (0)20 7327 6281
28 Jun 2019	*	Coming into line	Valuation date for December coming into line exercise	Martin Hassell Market Services +44 (0)1634 392548
28 Jun 2019	*	Coming into line	Deadline for Members to submit their application to introduce new or additional assets (with the exception of Tier 2 assets) to ensure Mid-Year Coming Into Line (CIL) shortfalls have been cleared. All supporting documentation must also be received by this date.	Anne Cooper Market Services +44 (0)1634 392576
28 Jun 2019	*	Declaration of compliance	Deadline for Direct Corporate Members to submit declaration of compliance	Angela Beckingham Market Services +44 (0)1634 392083
28 Jun 2019	*	Direct Corporate Members (DCP)	Deadline for Names to clear solvency shortfalls	Kevin Nethersell Market Finance +44 (0)20 7327 6253
28 Jun 2019	*	Direct Corporate Members (DCP)	Deadline for Direct Corporate Participant Members to submit their application to introduce new or additional assets (with the exception of Tier 2 assets) to ensure Mid-Year Coming Into Line (CIL) shortfalls have been cleared. All supporting documentation must also be received by this date.	Anne Cooper Market Services +44 (0)1634 392576
28 Jun 2019	*	Direct Corporate Members (DCP)	Deadline for Direct Corporate Members to submit declaration of compliance	Angela Beckingham Market Services +44 (0)1634 392083
28 Jun 2019	*	Solvency	Deadline for Names to clear solvency shortfalls	Kevin Nethersell Market Finance +44 (0)20 7327 6253
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
28 Jun 2019	*	Tax - Syndicate Level	Submit details of revised Canadian Syndicate Information Statements (SIS) and Canadian GST/HST Return for each syndicate	Mary O'Brien Tax +44 (0)20 7327 6852
28 Jun 2019		Agency reporting	Agents with financial year ending 31 December 2018 to submit accounts of ultimate holding company as part of the AF1 exercise	Jake Tomlin Market Finance +44 (0)20 7327 6581
03 Jul 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
03 Jul 2019	*	Tax - Syndicate Level	Last date for managing agents to submit syndicate UK tax computations to Tax Operations	Cheryl Masson Tax Department +44 (0)1634 392620
04 Jul 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 Jul 2019	*	Coming into line	Deadline for all stock to be settled into FAL for Mid-Year CIL	Anne Cooper Market Services +44 (0)1634 392576
05 Jul 2019	*	Direct Corporate Members (DCP)	Deadline for all stock to be settled into FAL for Mid-Year CIL	Anne Cooper Market Services +44 (0)1634 392576

05 Jul 2019	*	Tax - Syndicate Level	Last date for relevant managing agents to submit Singapore Year of Assessment 2018 syndicate schedules A1, A2 & C to Tax Operations	Lorraine Neal Taxation +44 (0)1634 392376
09 Jul 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 30 June 2018	Hayley Youles Market Finance +44 (0)20 7327 5299
10 Jul 2019	*	Syndicate reporting	Managing Agents to submit GQD return as at Quarter 2 2018 via Core Market Returns	James Lane Market Reserving & Capital +44 (0)20 7327 5952
12 Jul 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
12 Jul 2019	*	Syndicate reporting	Managing Agents to submit Q2 model change template for each syndicate under management to GSII@lloyds.com	Lyndsay Deeves Risk Assurance +44 (0)20 7327 5993
12 Jul 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
15 Jul 2019	*	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 2019	*	Hong Kong Risk Return (HKR)	Submission of Hong Kong Risk Return for June 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 Jul 2019	*	Syndicate Business Planning	Final syndicate business forecast (SBF) returns available in CMR.	Eva Bocci Performance Management +44 (0)20 7327 5496
16 Jul 2019	*	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
16 Jul 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
18 Jul 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

19 Jul 2019	*	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 2019	*	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 2019	*	Canadian reporting	Electronic packs available on the Overseas Reporting system	Tracey Nash Market Finance +44 (0)20 7327 5435
25 Jul 2019	*	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 2019	*	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
25 Jul 2019	*	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
26 Jul 2019	*	Finance	Illinois Trust Fund quarter two 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
26 Jul 2019	*	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
26 Jul 2019	*	Finance	South African Trust Fund quarter two 2018 - statements sent to managing agents	Carolyn Smith Financial Control +44 (0)1634 392922
26 Jul 2019	*	Syndicate reporting	Q2 2018 QSR and QAD to be submitted by 2pm	Paul Appleton Market Finance +44 (0)20 7327 6433
26 Jul 2019	*	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 2019	*	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 2019	*	Canadian reporting	Managing Agents to lock completed electronic reporting packs by 16:00	Tracey Nash Market Finance +44 (0)20 7327 5435
31 Jul 2019	*	US reporting	Agents to submit electronic packs	David Cokayne Market Finance +44 (0)20 7327 6238
31 Jul 2019	*	Performance Management Data Return	Managing agents to submit December (18) 2018 Performance Management Data Return for December 2018 before 12:00 using core market returns software	Matthew Orriss Business Intelligence +44 (0)20 7327 6823
01 Aug 2019	*	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 2019	*	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 2019	*	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 2019	*	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 2019	*	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 2019	*	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
02 Aug 2019	*	Finance	Illinois Trust Fund adjustment, quarter two 2018, settlement date	Carolyn Smith Financial Control +44 (0)1634 392922
02 Aug 2019	*	Finance	South Africa Trust Fund adjustment, quarter two 2018, settlement date	Carolyn Smith Financial Control +44 (0)1634 392922
02 Aug 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
02 Aug 2019	*	US reporting	Agents to submit notarised packs	David Cokayne Market Finance +44 (0)20 7327 6238
02 Aug 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 October 2018)	Luther Collins International Regulatory Affairs +44 (0)20 7327 6355
06 Aug 2019	*	Syndicate reporting	Managing Agents to submit excel version of quarterly broker remuneration return	Joanne Tourle Complaints Team +44 (0)1634 392496
08 Aug 2019	*	Finance	Australian Trust Fund adjustment, quarter two 2018, settlement date	Carolyn Smith Financial Control +44 (0)1634 392922
08 Aug 2019	*	Finance	Kentucky Trust Fund adjustment, quarter two 2018, settlement date	Carolyn Smith Financial Control +44 (0)1634 392922
08 Aug 2019		Syndicate reporting	Managing agents to submit quarter two 2019 QMB, via core market returns by 2PM	Tom Halfpenny Business Intelligence +44 (0)20 7327 5943
09 Aug 2019	*	Syndicate reporting	Managing agents to submit quarter two 2018 audited QMA - BY 2PM	Jake Tomlin Market Finance +44 (0)20 7327 6581
09 Aug 2019	*	US reporting	US Situs Top up cash movement date	Donna Broughton Settlement and Trust Funds +44 (0)1634 392693



14 Aug 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
15 Aug 2019	*	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 2019	*	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 2019	*	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 2019	*	Syndicate reporting	Quarterly monitoring return extract for quarter two 2018 dispatched to recipients.	Jake Tomlin Market Finance +44 (0)20 7327 6581

16 Aug 2019	*	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
16 Aug 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
16 Aug 2019	*	Finance	Canadian Margin Fund quarter two 2018 - statements sent to managing agents	Carolyn Smith Group Finance +44 (0)1634 392922
23 Aug 2019	*	Canadian reporting	Quarter Two, 2018 Canadian Funding cash movement date	Donna Broughton Settlement and Trust Funds + 44 (0)1634 392693
23 Aug 2019	*	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
23 Aug 2019	*	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
23 Aug 2019	*	Finance	ASL 2nd Income Distribution (Lloyd's Asia)	Mat Stone Financial Control +44 (0)1634 392202
23 Aug 2019	*	Finance	Canadian Margin Fund adjustment, quarter two 2018, settlement date	Carolyn Smith Group Finance +44 (0)1634 392922
23 Aug 2019	*	Pre-emptions	Last date for managing agents to make pre-emption offers for non-aligned syndicates.	Sally Dunning Market Services +44 (0)1634 392486
30 Aug 2019	*	Exposure Management and Reinsurance	Managing Agents to submit Realistic Disaster Scenario (Light)[RDL] 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 2019	*	Finance	Swiss Deposit Adjustment	Francois Jolly Treasury & Investment Management +44 (0) 20 7327 5752
30 Aug 2019	*	Syndicate reporting	Submit audited Q2 2018 QSR via CMR, by 2pm	Paul Appleton Market Finance +44 (0)20 7327 6433
30 Aug 2019	*	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
30 Aug 2019	*	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
30 Aug 2019	*	FAL	Deadline for Members to submit requests for the End of Interavailability applications for Funds at Lloyd's	Anne Cooper Market Services +44 (0)1634 392576
30 Aug 2019	*	FAL	Deadline for 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

06 Sep 2019	*	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.  Managing Agents in Group 1 to submit SBF War NCBR data 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 2019	*	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 2019	*	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 2019	*	FAL	Interim syndicate results for capital setting released	Kevin Nethersell Market Finance +44 (0)20 7327 6253
13 Sep 2019	*	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
13 Sep 2019	*	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
13 Sep 2019	*	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
13 Sep 2019	*	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

13 Sep 2019	*	Hong Kong Risk Return (HKR)	Submission of Hong Kong Risk Return for August 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
13 Sep 2019	*	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
16 Sep 2019	*	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
20 Sep 2019	*	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
27 Sep 2019	*	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
27 Sep 2019	*	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
27 Sep 2019	*	Auction	Deadline for submission of Auction Forms A & D	Sally Dunning Market Services +44 (0)1634 392486
27 Sep 2019	*	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
27 Sep 2019	*	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
27 Sep 2019	*	Distribution	Interim cash calls to be funded and paid to syndicates.	Theresa Thorp Market Services +44 (0)1634 392059
27 Sep 2019	*	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
27 Sep 2019	*	New applications	Deadline for prospective corporate members to submit their Stage 1 application to Market Services	Angela Beckingham Market Services +44 (0)1634 392083

27 Sep 2019	*	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
27 Sep 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 January 2019)	Luther Collins International Regulatory Affairs +44 (0)20 7327 6355
03 Oct 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 Violet Complaints Team +44 (0)1634 392217
04 Oct 2019	*	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;  via 'Lloyd's Catastrophe Model' SecureStore, within the 'CPG 2019' folder.	Steven Champion Lloyd's Risk Aggregation +44 (0)20 7327 5983
04 Oct 2019	*	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 2019	*	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 Risk Assurance +44 (0)20 7327 5993
04 Oct 2019	*	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 2019	*	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