

FROM: Manager, Overseas Reporting, Market Reporting EXTN: 5490

DATE: 7 December 2004 REF: Y3448

SUBJECT: **US Surplus Lines/Reinsurance Business Regulatory Reporting**

SUBJECT AREA(S): US Reporting

ATTACHMENTS: None

---

ACTION POINTS: **Please note comments**

DEADLINE(S):

---

**Please copy this bulletin to those within your organisation who will be responsible for reviewing and completing the US packs.**

I am writing to confirm the timetable and other arrangements in respect of the submission of the 2004 year end US Reporting packs to the New York Insurance Department (NYID).

As you know, the annual returns have to be filed within 60 days of the year end with NYID. I would remind agents that this deadline has to be complied with strictly, to ensure that Lloyd's meets its US reporting requirements. The timetable for this filing exercise is detailed below:

	<u>Key Date</u>
Provision of preliminary electronic packs by Market Reporting to managing agents <b>via the Market Reporting web-site. <u>Agents should download their packs and supporting documentation from the web-site</u></b>	21 January 2005
Submission of amended electronic packs by managing agents to Market Reporting (USRESREC forms should also be returned at this time)	<b>11 February 2005</b>
Provision of final signed and notarised reporting packs by managing agents	18 February 2005
All syndicate packs to be despatched to New York by Market Reporting for filing with NYID	22 February 2005

Following a number of comments from Managing Agents about the deadline for the submission of electronic packs as stated in Market Bulletin Y3434 US Reporting: Schedules F & P, the date for the submission of the electronic packs has been put back to 11 February. In the event that there is a major catastrophe between now and the year end that would potentially trigger the CRTF deed amendment to allow a delay in funding, this date may have

to be brought forward to the original date of 9 February.

**We would recommend that agents ensure they are able to access the Market Reporting web-site in advance of the key dates. If you have any queries regarding the web-site, please contact Anita Wallace (ext 5899).**

**Please note that it is essential that any queries generated by the packs or otherwise should be raised well in advance of the deadline dates to allow Market Reporting sufficient time to revert to you with the answers. This is particularly relevant to queries in respect of Citibank investment and cash balances, or where in extremis an adjustment is required which cannot be made to the electronic packs which agents are updating.**

If you have any queries on the contents of this letter, please contact me, David Cokayne (ext 6238) or Julie Fox (ext 6891)

Yours faithfully

Leslie Redmond  
Manager, Overseas Reporting  
Market Reporting