

# Market Bulletin

Ref: Y5101

**Title** Market Services – Business Timetable

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**Purpose** To notify all Members, potential Members and Members Agents of the Market Services Business Timetable applicable for the remainder of 2017 (to year end)

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**Type** Scheduled

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**From** Karen Oliver, Head of Market Services  
Finance  
+ 44 (0) 1634 392120 or [karen.oliver@Lloyds.com](mailto:karen.oliver@Lloyds.com)

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**Date** 6 June 2017

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**Deadline** Various set out on Appendix 1 (to 31/12/2017)

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## Related links

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### Purpose of Bulletin

The purpose of this bulletin is to provide Members' Agents, Members and potential Members with all the relevant MS Coming into Line deadlines, contained within the Business Timetable, for the remainder of the year (2017). For ease of reference, the provisional deadlines for Member Modeller have also been included.

If you have any questions regarding the timetable then please contact the respective owner of the activity noted within the timetable.

Karen Oliver  
Head of Market Services

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## Market Services Business Timetable 2017

Deadline	Activity	Comments	Contact Details
16 June 2017	June losses to be funded and paid to syndicates on this date.		Theresa Thorp Market Services +44 (0)1634 392059
30 June 2017	<p>Deadline for all Members to submit their application*** to introduce new or additional assets (with the exception of Bank Guarantees and Letters of Credit) for Coming into Line (CIL). All supporting documentation must also be received by this date.</p> <p>We would ask every effort is made to ensure the assets and documents are submitted to Market Services (MS) in Chatham by Friday 16th June, to allow MS sufficient time to validate and apply the assets to FAL by Friday 30th June.</p>	Please refer to the section Letters of Credit/Bank Guarantees/Life Policies**, if the application*** includes a new/increased letter of credit or bank guarantee.	Anne Cooper Market Services +44 (0)1634 392576
25 August 2017	Provisional Member Modelling Software release, which includes indicative rollover information only		Neil Wells Member Capital +44 (0)207 327 6034
31 August 2017	Deadline for Individual and Corporate Members to submit requests for the End of Interavailability applications*** for Funds at Lloyd's		Anne Cooper Market Services +44 (0)1634 392576
31 August 2017	Member Modeller (CY) updated for 30th June 2017 exchange rates for use in September Release Test		Neil Wells Member Capital +44 (0)207 327 6034
31 August 2017	Deadline for Individual and Corporate Members to submit requests for the Total Release applications for Funds at Lloyd's - Total Release applications will not be permitted after this date until the Distribution DAM has re-opened in 2018.		Anne Cooper Market Services +44 (0)1634 392576
15 September 2017	Capital test – Release Test / Coming into Line (CIL) calculations (as at 30th June 2017) issued to Members' Agents		Louise Holliday Market Services +44 (0)1634 392174
20 September 2017	Capital test – Release Test / Coming into Line (CIL) calculations (as at 30th June 2017) issued to DCP Members		Anne Cooper Market Services +44 (0)1634 392576
29 September 2017	Deadline for DCP Members to submit requests for the Total Release applications for Funds at Lloyd's - Total Release applications will not be permitted after this date until the Distribution DAM has re-opened in 2018.		Anne Cooper Market Services +44 (0)1634 392576
29 September 2017	Deadline for Agents to submit Register of Agents Charges entry for aligned and unaligned syndicates.		Sally Dunning Market Services +44 (0)1634 392486
29 September 2017	Interim cash calls to be funded and paid to syndicates on this date.		Theresa Thorp Market Services +44 (0)1634 392059
29 September 2017	The indicative Member Modeller software update will be released for all Members, based upon the final submitted 2018 year of account Lloyd's Capital Return (LCR) and Syndicate Business Forecast (SBF).		Neil Wells Member Capital +44 (0)207 327 6034
29 September 2017	Deadline for all prospective Members (DCP and Corporate) to submit their Stage 1 application to Market Services		Angela Beckingham Market Services +44 (0)1634 392083
25 October 2017	Updates to Member Modeller (PY) for final agreed ECAs for non-aligned syndicates will be released		Neil Wells Member Capital +44 (0)207 327 6034
26 October 2017	Deadline for Managing Agents to notify Market Services of any interim cash calls due for payment on 30th November 2017.		Theresa Thorp Market Services +44 (0)1634 392059

## Market Services Business Timetable 2017

Deadline	Activity	Comments	Contact Details
27 October 2017	Deadline for Market Services to receive instructions to transfer 2014 profits into special reserve fund (SRF).		Theresa Thorp Market Services +44 (0)1634 392059
* 27 October 2017	Pre-emption acceptance deadline (conditional on CPG approval of Syndicate Business Plans).		Sally Dunning Market Services +44 (0)1634 392486
27 October 2017	Deadline for all non-active Members (DCP, Corporate and Individual) to submit requests for the release of surplus Funds at Lloyd's		Anne Cooper Market Services +44 (0)1634 392576
31 October 2017	Members to provide completed notification (CM210) in respect of new third party funding arrangements to Market Services.		Angela Beckingham Market Services +44 (0)1634 392083
31 October 2017	Deadline for resignations, if member wishes to be excluded from provisional stamp.		Sally Dunning Market Services +44 (0)1634 392486
* 31 October 2017	Day one of Lloyd's capacity auction number one.		Sally Dunning Market Services +44 (0)1634 392486
01 November 2017	Deadline for provisional stamp to be in place.		Sally Dunning Market Services +44 (0)1634 392486
03 November 2017	Interim Member Modeller (PY) update to reflect completed aligned syndicate reviews to date.	Reviews will be prioritised to enable Members with Member Modeller dependence to calculate their ECA. Also Syndicates with Members using AOF will be prioritised, but some such syndicates may not be finalised.	Neil Wells Member Capital +44 (0)207 327 6034
* 7 November 2017	Day one of Lloyd's capacity auction number two.		Sally Dunning Market Services +44 (0)1634 392486
10 November 2017	Deadline for all Members to submit Bank Guarantee, Letters of Credit or Life Policy applications***/instructions for CIL, partial releases and substitutions. All documentation must be received by this date, no extensions to this deadline will be granted.	**Lloyd's are required to seek approval from the PRA for all Funds at Lloyd's transactions which include a Letter of Credit, Bank Guarantee or Life Policy.	Anne Cooper Market Services +44 (0)1634 392576
* 14 November 2017	Day one of Lloyd's capacity auction number three.		Sally Dunning Market Services +44 (0)1634 392486
* 21 November 2017	Deadline for Member Agents and unaligned Corporate Members to inform relevant Managing Agent of 'drop' capacity.		Sally Dunning Market Services +44 (0)1634 392486
22 November 2017	Deadline for prospective DCP/Corporate Members to submit their Stage 2 FAL applications (including FAL) to Market Services		Angela Beckingham Market Services +44 (0)1634 392083
23 November 2017	Deadline for approval of TFPF applicants by Market Services		Angela Beckingham Market Services +44 (0)1634 392083
23 November 2017	Final Member Modeller (PY) update for Coming into Line.		Neil Wells Member Capital +44 (0)207 327 6034
30 November 2017	Interim cash calls to be funded and paid to syndicates.		Theresa Thorp Market Services +44 (0)1634 392059
* 30 November 2017	Deadline for Settlement for auctions one, two and three (debit date).		Sally Dunning Market Services +44 (0)1634 392486

## Market Services Business Timetable 2017

Deadline	Activity	Comments	Contact Details
01 December 2017	Deadline for all Members to submit their application to introduce new or additional assets (with the exception of Bank Guarantees and Letters of Credit) for Coming into Line (CIL). All supporting documentation must also be received by this date.	All stock transactions must be settled and registered in Lloyd's name, as Legal Owner of the asset by 15th December 2017. If a stock has not settled by this date, an alternative asset will be requested via the Member's Agent/DCP Member.  Please refer to the section Letters of Credit/Bank Guarantees/Life Policies**, if the application*** includes a new/increased letter of credit or bank guarantee.	Anne Cooper Market Services +44 (0)1634 392576
01 December 2017	Deadline for all active Members to submit their application for the release of surplus Funds at Lloyd's - excluding Letters of Credit/Bank Guarantees/Life Policies	Please refer to the section Letters of Credit/Bank Guarantees/Life Policies**, if the application*** includes a letter of credit/bank guarantee or Life Policy.	Anne Cooper Market Services +44 (0)1634 392576
01 December 2017	Deadline for all Members to submit their application to substitute assets on a £ for £ basis within their Funds at Lloyd's - excluding Letters of Credit/Bank Guarantees/Life Policies	Please refer to the section Letters of Credit/Bank Guarantees/Life Policies**, if the application*** includes a letter of credit/bank guarantee or Life Policy.	Anne Cooper Market Services +44 (0)1634 392576
* 04 December 2017	Deadline for Settlement for auctions one, two and three (credit date).		Sally Dunning Market Services +44 (0)1634 392486
04 December 2017	Deadline for Members Agents to confirm all their Members are in line with 2018 underwriting requirements by completion of Members Agent confirmation (M&UR's appendix 4).		Angela Beckingham Market Services +44 (0)1634 392083
04 December 2017	Deadline for DCP Members to confirm that they are in line with 2018 underwriting requirements by completing a Corporate Members' confirmation form (M&UR's appendix 5)		Angela Beckingham Market Services +44 (0)1634 392083
08 December 2017	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, 2017 based on a projection of their final ECA figures.	This deadline allows those Members who over funded in Q4, 2017 based on the ECA figures available at that time. This deadline will only allow a release of surplus FAL once the ECA figures have been finalised.	Anne Cooper Market Services +44 (0)1634 392576
11 December 2017	Deadline date for the receipt of signed 2018 syndicate lists from DCP Members		Angela Beckingham Market Services +44 (0)1634 392083
11 December 2017	Deadline date for the confirmation from Members' Agents that all 2018 syndicate lists have been received and signed by Members.		Angela Beckingham Market Services +44 (0)1634 392083
29 December 2017	Deadline for submission of capacity movements for deceased names post auction three.		Sally Dunning Market Services +44 (0)1634 392486
29 December 2017	Annual valuation of Funds at Lloyd's		Martin Hassell Market Services +44 (0)1634 392548

\* Provisional Date

\*\*\*Application refers to the Member's Agent file or Provision of Lloyd's Deposit form/FAL Re-organisation form for DCP Members.

**\*\* Letters of Credit/Bank Guarantee/Life Policies**  
Lloyd's are required to seek approval from the PRA for all Funds at Lloyd's transactions which include a Letter of Credit, Bank Guarantee or Life Policy. In order to meet the deadline, these assets, together with all supporting documentation must be received by Lloyd's, Chatham by the 10th November. Lloyd's will be unable to agree any extensions to this date and for coming into line applications, an alternative asset will need to be provided if you are unable to meet the deadline.  
(As detailed in Market Bulletin Y5087, Mid-Year Coming into Line, the deadline for Mid-Year Coming Into Line was Friday 19th May).