

Delegated Claims Administrator (DCA) Onboarding Attestation

DCA Legal Name	
DCA Trading Name (if applicable)	
DCA Registered Address	
DCA Trading Address	
DCA Contact Email	
Sponsoring Managing Agent (MA) and Syndicate Number	
MA Contact Email	

As the sponsoring Managing Agent please confirm the following declaration for this proposed DCA:

We have completed our own due diligence on the proposed DCA and can confirm that they have the necessary systems, processes, and procedures in place.

We also confirm that in our opinion -

- The claims service proposed to be handled by the firm will support and align with our claims service standards
- Fees are fair and reasonable and are proportionate with services delivered
- The firm has the requisite claims skills and resources to handle claims efficiently, effectively, and fairly and key personnel have the experience, level of skill and understanding to handle claims for the proposed business
- The firm (and its staff where relevant) hold the correct licenses or authorisations required to trade and conduct the proposed activities that will be granted to it, and have sufficient knowledge of local laws and regulations
- The firm has suitable and effective claims systems and is able to provide us (the lead MA) with data that enables adequate assessment of ongoing suitability and allows us to meet any applicable Lloyd's data requirements
- We have fully completed our due diligence with no outstanding actions on the proposed DCA, its policies; procedures; systems; controls; and governance, the product, and the target market. We have no concerns about the firm's suitability to be a Lloyd's Delegated Claims Administrator

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In addition to the above we also confirm that:

- You have liaised with the relevant Lloyd's country manager(s) prior to submitting this application and have confirmation from them of their support for the DCA to be approved
- You have reviewed the referral criteria, identified any required referrals and received Lloyd's prior approval where required
- You have provided a signed copy of the Lloyd's DCA undertaking

Attestation		
I confirm the firm has been assessed and reviewed against the points in this document and the firm meets the Managing Agent and Lloyd's requirements and where applicable having the evidence of any referrals that have been made by the Managing Agent and we can evidence these referrals should this ever be required.		
Name and position:	Signature:	Date: