

Attaching to DXC Market Communication 2020/038

Claims e-mail submission: key principles & information

Key principles:

- 1) Brokers will remain custodian of the file and lead/2nd lead Managing Agents may request a full or partial (electronic or paper) copy of the file at any time
- 2) Lloyd's Managing Agents will need to ensure continued compliance with the 2010 Claims Scheme.
- 3) Any queries should be directed to the broker/Xchanging/appropriate party via email.
- 4) Brokers must adhere to in scope ECF rules, both now and in the future as and when enhancements are delivered.
- 5) Brokers must ensure a copy of the slip, declarations and any endorsements are loaded under the UMR on the IMR prior to submitting any transaction via this email process. If these documents are not present Xchanging will be unable to process your request.

Xchanging mailboxes:

Brokers may direct submissions to : XCSpaperTP@xchanging.com

In the case of Aviation first advices please email: XCSFNOL2@xchanging.com

Urgent* submissions may be sent to: urgentpaper.tpsettlements@xchanging.com

For all Proportional Treaty paper submissions please refer to market com 2020-022 (attached) and then forward documentation to sm.XCS.Treaty@dxc.com

*Brokers please note that leads will need to confirm any urgent settlement in the CP form.

Electronic LCCF form:

Brokers may submit an electronic LCCF – for security the lead must provide additional confirmation via email of the agreed payment amount – brokers must pass this onto Xchanging in order for the payment to be processed.

CP forms – for completion by leads on all transactions:

For first transaction a complete CP form should be completed:



CP Instruction
Form.docx

For subsequent transactions an abridged version of the form should be completed:



CP Instruction Form
for emails.docx