

Broker Online Application Form For General Status

Prior to completing the following application, please ensure you have downloaded and read the Euler Hermes Brokers Terms of Business Agreement ("TOBA") and its Addendums.

Please note the following:

1. **The user of this form must be an authorised signatory of the firm applying for registration.**
2. Please ensure you enter your business email address. Applications submitted from an email address other than that of the authorised signatory will not be accepted.
3. When submitting the form, a new email message window will open. Please open and check the attachment to ensure all the information you have submitted is correct.
4. When you are happy that the information you are supplying is correct, please click "Send" in the email window. You will receive a copy of the information you have supplied for your records.

We will not finalise your application until such time as you have business to place with us. We will however confirm receipt of your application. Please also note that your company must be registered with us prior to the placing on risk of any Policy for which it claims commission.

If you have any problem sending the form via email, please use the "Print" button and follow the instructions at the end of this document.

A) User Information

1. Title 2. Position

3. Forename 4. Surname

5. Your Business Email Address

6. Re - Enter Email Address

I confirm that I am authorised to submit this form on behalf of the Applicant (*please select if correct*)

B) Applicant Information

1. Business Name (if incorporated, registered name)

2. Trading Name

3. Legal Structure 4. Company Registration Number (if incorporated)

5. Trading Address

6. Postcode 7. Telephone Number 8. Fax Number

C) Bank Details - for the payment of commission.

1. Name of Bank

2. Address

3. Commission payments will be made by BACS (or SWIFT as applicable). Please provide:

Account Number Sort Code

IBAN Number (if Non UK)

D) Broker Network Arrangements

If you are a member of a broker network please submit the name of the firm which facilitates the network ("the Lead Firm"). The Lead Firm must be registered with the FCA or equivalent regulatory authority.

Please refer to the Lead Firm who will advise you whether a trading agreement is held.

E) Authorisation to provide insurance mediation services

It is a pre-condition of registration with us that any broker applicant must be authorised by the Financial Conduct Authority ("FCA"), the Central Bank of Ireland or any other relevant regulatory authority (as applicable) to carry out insurance mediation. Please confirm your authorised status by selecting **one** of the options below and complete the related section;

1. FCA (UK) Authorised Authorised Status Reference Number

Do you hold permissions for the following regulated activities:

Yes No

- a. Advising customers on non-investment insurance contracts?
- b. Arranging (bringing about deals) in non-investment insurance contracts?
- c. Assisting in the administration and performance of a non-investment insurance contract?
- d. Making arrangements with a view to transactions in a non-investment insurance contract?

2. EEA Authorised Authorised Status Reference Number
(with a passport to carry out insurance mediation in the UK and/or Ireland)

3. Central Bank of Ireland Authorised Authorised Status Reference Number

4. None

F) Propriety and Fitness

Has any Director, Partner, Principal or sole owner of the Applicant, or any other company, partnership or unincorporated association in which they have held a managerial position:

1. Been subject to Liquidation, Receivership, Bankruptcy, Winding Up or entered into an arrangement with creditors, or is any such matter pending?

Yes No

2. Been convicted of any criminal offence, including offences involving fraud, theft, dishonesty or corruption (not including Road Traffic offences)?

Yes No

3. Been disqualified by a court from acting as a director of a company or from acting in a management capacity or conducting the affairs of any company, partnership or unincorporated association?

Yes No

4. In relation to activities regulated by the FCA or any other regulatory body:

- a. Been investigated for, or found guilty of, carrying on any unauthorised activities; or
- b. Been the subject of an investigation into allegations of misconduct or malpractice in connection with any business activity; or
- c. Had any application for authorisation refused, revoked or restricted?

Yes No

If you answered "Yes" to any of the above, please provide further information in the space below;

G) Terms of Business Agreement

It is essential that you have downloaded, saved, read and fully understood our Terms of Business Agreement ("TOBA") and its Addendums before submitting this form. If you have not already done so, these are available to download from the link below. If you have any queries, please contact our Broker Administrator.

[Download TOBA and addendums from here if required](#) (Select 'Allow' if prompted)

Please tick if you accept the following statements;

I have downloaded, read and understood the Euler Hermes TOBA and its Addendums. I fully agree with and accept the Euler Hermes TOBA and its Addendums.

H) Declaration

We declare that the information given in this form is to the best of our knowledge correct and we are not aware of any circumstance which we have not disclosed to you which might influence your acceptance of us as a registered broker.

We wish to apply to be registered as a broker with Euler Hermes UK or Euler Hermes Ireland (as applicable) in accordance with the Euler Hermes TOBA.

Name of Authorised Signatory of Applicant

Date

I) Privacy Notice and Declaration

By submitting this form, we acknowledge and agree that Euler Hermes UK or Euler Hermes Ireland (as applicable) may:

- (a) Process personal data provided by us, including sensitive personal data (as defined in the Data Protection Act 1998) relating to the partners, directors, shareholders and employees of our business ("relevant data"), for the purpose of processing this application and assessing our propriety and fitness to act as broker;
- (b) Transfer relevant data to any company or branch within the Euler Hermes Group (including entities outside the European Economic Area), for purposes of providing services to its customers, and the administration of trade credit insurance policies or bonds;
- (c) Disclose relevant data and use information from credit reference agencies for credit risk assessment and identification purposes;
- (d) Retain relevant data for a reasonable time after termination of our business relationship or rejection of this application, for audit purposes; and

We agree that Euler Hermes UK or Euler Hermes Ireland (as applicable) may contact us regarding Euler Hermes products and services, which may be of interest to us in writing, electronically, by phone, email or other means.

(Please tick if you do not wish your personal data to be used for these purposes)

We understand that if we have given false or misleading information and you identify fraud, you will identify this in your records and may retain such records for a reasonable period.

We confirm that we have obtained the consent of and are authorised by all relevant individuals to provide their personal data, including their sensitive data, to Euler Hermes UK or Euler Hermes Ireland (as applicable) and to permit the processing of such data as set out in this notice.

J) Submission

Once you are happy with the information you are submitting, please complete the application process by sending on email. Your Broker Online Application Form will be received by our Broker Administration team for processing. You will be informed in writing once your application has been approved.

If for some reason your form does not submit correctly, print out a paper copy of your document. Please then sign in the space below and send your completed application either:

By post to **Broker Administration, Euler Hermes UK, 1 Canada Square, London, E14 5DX**; or

Scan your documents and email them to EHUKBrokerAdmin@allianz-trade.com

Signed Date.....

Print.....

Privacy Notice

We may process personal data provided by you, including personal data relating to the partners, directors, shareholders and employees of your business or your customers ("relevant data") for the purpose of carrying out credit insurance, risk assessment, debt collection and other associated activities ("relevant activities"). By supplying personal data relating to your customers, you confirm that you have notified and, where necessary, obtained consent from and are authorised by all relevant individuals to provide the personal data to Euler Hermes and to permit the processing of such data as set out in this notice. We may share such personal data with other members of the Allianz Group and responsible third party agents, credit reference agencies, legal advisers and suppliers (where necessary, subject to effective transfer mechanisms, such as EU Standard Contractual Clauses or Binding Corporate Rules), which may also process the data for the purpose of carrying out relevant activities. We may also share relevant data with fraud prevention agencies, regulatory bodies and other law enforcement agencies (including the police), for the prevention and detection of fraud and money laundering. Further information on Euler Hermes' data processing activities can be found in our privacy notice at <https://www.allianz-trade.co.uk/privacy-notice.html>

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Allianz Trade is the trademark used to designate a range of services provided by Euler Hermes.

Euler Hermes UK is a branch of Euler Hermes SA (NV), Avenue des Arts 56, 1000 Brussels, Belgium. Company no. 0403.248.596 RPM Brussels. Insurance firm, registered under code. 418. Branch registered in England and Wales with no. BR015404, registered branch address 1 Canada Square, London E14 5DX.

Authorised and regulated by the National Bank of Belgium and the Belgian Financial Services and Markets Authority. Deemed authorised by the Prudential Regulation Authority. Subject to regulation by the Financial Conduct Authority and limited regulation by the Prudential Regulation Authority. Details of the Temporary Permissions Regime, which allows EEA-based firms to operate in the UK for a limited period while seeking full authorisation, are available on the Financial Conduct Authority's website.