

Broker Template

Inward & Outward – Accounts

Proportional Treaty Account									Proportiona
Sl. No	Received From	Name Of the Company	RI Share %	U/W Year	Broker Reference No	Surplus Treaty Name	Sub Section	Period	Date
Total									

Principal Officer

Note

Col A	Serial No. - Please maintain the same serial no for each remittance transaction
Col B	Received From – Cedant/Reinsurer/Broker
Col C	Name of the company - cedant / reinsurer / broker from whom the funds have been received
Col D	Policy / treaty Type - Name of the XL treaty for which facultative support has been arranged
Col E / F	Period from & Period to columns refer to the period for which the settlement is being made
Col G	Outward / Inward - Outward refers to Business of Indian Cedants placed with Indian or Foreign reinsurers. Inward refers to Business of Foreign cedants placed with Indian Insurers / reinsurer
Col H	Receipt Date - Date of receipt of funds in your bank
Col I	Cheque No / RTGS / NEFT / Telegraphic / Wire Transfer details
Col J / K / L	the amount of remittance received should be filled in either one of these columns depending on which currency the funds are received in.
Col M	Net Balances / Claims
Col N	Tally with closings - refers to the whether the amounts received tally with the Debit note or credit note issued by the broker to the cedant. In case answer is NO, please clarify reason for the same.
Col O	remittance Date - Date on which the remittance was done to the reinsurer / Cedant
Col P	Remittance To – Cedant/Reinsurer/Broker
Col Q	Name of the company - cedant / reinsurer / broker to whom the funds have been remitted
Col R	Reinsurer UIN No.
Col S / T / U	the amount of remittance made should be filled in either one of these columns depending on which currency the funds are remitted in.
Col V	Bank Charges Incurred in making the remittances. Please mention amount in INR only
Col W	Full / Part remittance - in case of part remittances done, please clarify reason for part payment
Col X / Y / Z	Gross Commission / Brokerage retained on the transaction should be entered in either one of the columns depending on the currency involved
Col AA	Bank Charges Incurred in receipt of funds. Please mention amount in original Currency. Shld tally with the currency column used for depicting remittance
Col AB	No of Days : Col R - Col L no of days delay from the date of receipt of funds to the date of remittance of funds onwards.
Col AC	Remarks - This column should be filled in case the value in Col AE is more than 15. remittance delays beyond 15 days to be clarified.

PLEASE NOTE WHILE WE HAVE GIVEN DETAILS OF 2 CEDANTS IN THIS SHEET ; EVERY BROKER WILL PREPARE ONLY ONE SINGLE STATEMENT FOR EACH CEDANT
DATA GIVEN IS ONLY AS AN EXAMPLE AND FOR BETTER UNDERSTANDING OF THE TEMPLATE

Treaty Balances Receipt				Proportional Treaty Balances Payment								
INR = Due to Reinsurer / (Due to Cedant)	USD = Due to Reinsurer / (Due to Cedant)	EURO = Due to Reinsurer / (Due to Cedant)	Receipt Tallied with Closings – Yes/No	Date	Remittance To	Name Of the Company	INR = Due to Reinsurer / (Due to Cedant)	USD = Due to Reinsurer / (Due to Cedant)	EURO = Due to Reinsurer / (Due to Cedant)	Full / Part Remittance	No. Of Days	Remarks
0.00							0.00					

Chartered Accountant