

The Simplified Application Process



Adviser Process

1. Complete the 3 page Customer Information Form (CIF).

An interactive PDF is available. You can either print it off and complete OR input directly into the PDF on your computer. A paper application is also available.

NB No need to complete the Direct Debit.

PLEASE ENSURE YOUR AGENCY NUMBER AND EMAIL IS ENTERED ON PAGE 2.

2. FAX completed CIF and QUOTATION to 01452 634300 or POST TO

Legal & General Assurance Society Ltd

PO Box 2100, Barnett Way,

Barnwood,

Gloucester

GL4 3WN

NOTE: Signing a consent form.

*A signed consent form is only required if a GPR is needed. When Legal & General email you to tell you the underwriting outcome please **FAX the consent form to 08452 707029.***

Legal & General Process

1. **Legal & General** will then **input** the client information **onto** Legal & General's Online Protection System (**OLP**) under YOUR agency number.

2. Legal & General will take the contact details and place into the contact management system. *NB 48 hours needed to contact client from date application received.*

3. **Legal & General** will **contact** the **client** at the date and time specified and complete the application using OLP INTERACTIVE underwriting and submit it.

4. **Legal & General** will **confirm** the **decision** to the client

(if accepted, the application can be put on risk if the client has a policy start date)

5. **Legal & General will confirm the decision to you via email.**

NOTE:-

If referred the application will follow the normal new business process through your usual protection service team. If offered on non-standard terms, we will await your instructions.

Contact details

Telephone 0845 073 0793

Fax 01452 634 300

Email Landgmax@landg.com

Post Legal & General Assurance Society Limited

PO Box 2100, Barnett Way

Barnwood, Gloucester

GL4 3WN

Call slots to the client

Monday to Friday 10am to 1pm; 1pm to 4pm; 4pm to 6pm;

6pm to 8pm - Last calls are made up to 9pm Monday to Friday

Saturday 10am to 2pm