# Becoming an approved **CFC broker**

## 1 Get in touch

Contact our distribution team directly at [distribution@cfc.com](mailto:distribution@cfc.com) or connect with us through an existing CFC relationship.

We'll discuss your business, the products you're interested in, and how we can support your clients.

## 2 Complete our online onboarding form

We'll send you a link to our onboarding form.

The form helps us understand:

- Your business and regulatory details
- The products you place
- Your areas of expertise
- Your anticipated premium volumes with CFC

The form can be completed online and submitted electronically.

## 3 Application review

Once submitted, we'll review your application and carry out the necessary due diligence and regulatory checks. Where additional information is needed, a member of our team will be in touch.

Our goal is to complete this review as quickly as possible, with most applications progressing through the review stage within 1 week of receiving a completed onboarding form.

## 4 Approval confirmation

If your application is approved, we'll let you know and provide everything needed to get started.

This includes:

- Your Terms of Business Agreement (TOBA)
- Guidance documents
- Key contact information
- Details of how to submit business to CFC

## 5 Sign your TOBA

Review and sign your TOBA electronically via DocuSign.

At this stage, we'll also request a copy of your current E&O/PI insurance certificate.

## 6 Welcome to CFC

Once your TOBA has been fully executed, your agency is officially established and ready to trade with CFC.

We'll send you:

- Submission contact details
- Our broker guide
- Key operational information
- Any platform access requirements, including Connect where applicable

## 7 Start trading

You're now ready to place business with CFC.

We'll introduce you to the most appropriate contacts for your region and product interests, ensuring you have the right support from day one.

Last updated 0926