



Completing your ELANY Affidavit Part C

We have been informed by the **Excess Lines Association of New York (ELANY)** that they are now enforcing a long standing condition that requires a wet signature on the Affidavit Part C forms. Stamped signatures and annotated signatures will no longer be accepted.

Also, on September 28, 2020, ELANY issued [bulletin # 2020-42](#), instructing wholesale brokers to advise their retail producing brokers **TO TYPE** information on the Part C. Major issues are caused with their new operating system when forms are handwritten. This can result in filings being returned and delays in processing.

To ensure timely processing of your policies for the required stamping, we ask that all Affidavit Part C forms are typed and contain valid signatures; either a wet signature or verified legal electronic signature such as those provided by DocuSign, eSign Genie, OneSpan and other platforms.

You continue to have two methods for completing the affidavit; completing the fillable form we include with our proposals, or access the fillable form from ELANY's website by clicking on the desired format (PDF or Word DOC). For those who wish further guidance on completing the form, you can contact us or [click here](#) for a link to the ELANY Video Library where you can find the **Producing Broker's Guide to Completing the ELANY Part C Affidavit (06/09/17)**.

Those choosing to complete it from the ELANY's website, once completed you will save the form and email it to us. Our goal is to make the process as painless as possible.

If you have any questions on this subject, please contact:

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