

HFSB signatory process



1

Application to become a signatory

- To apply to become a signatory please click on the following links:
 - Explanatory Memorandum for Signatories (overview of the application process): [Click here](#)
 - Complete the [Application Form](#) and return to HFSB
 - Complete the [Information Form](#) and return to HFSB

HFSB will confirm acceptance of the manager's application

2

Achieving conformity

- Within 6 months of acceptance of the managers application by the HFSB:
 - Adopt the “comply or explain” approach (you can use the [excel template with the Standards](#) to facilitate the internal due diligence process)
 - Provide HFSB with a [Conformity Statement](#) (also available as a [Word Document](#)) and an [Explanatory Statement](#)
 - Provide the required funding to the HFSB
 - Make available to investors the [Disclosure Statement](#) upon request
 - Communicate in marketing materials and/or on website that the manager is a signatory to the standards
 - Provide the required annual funding to HFSB

Upon acceptance by the HFSB, a kitemark will be issued valid for one year for display on the manager's website and/or marketing materials

