

Sr. No.	Requirement		Content
1	Evolv Support mail ID		evolv.supportIndia@lockton.com
2	Portal's Tagline/Brand Msg		Pre - Login Page
3	Carousel Msg(Slider Msg)		Pre - Login Page
4	Login Role name		IT Admin , Business Admin
5	Generic Mail Sender ID -		evolv.supportIndia@lockton.com
6	ID creation mail notification from Evolv portal & process to login	Sender ID	evolv.supportIndia@lockton.com
		Subject Line	User ID Created – OTP-Based Access to Evolv - (Lockton's Customer Portal)
		Recepient List	Client +
		Mailer Content	<p>Dear XYZ,</p> <p>We are pleased to inform you that your User ID has been successfully created for access to Evolv (Lockton Customer Portal)</p> <p>Portal Details:</p> <p>Portal URL: {{PORTAL_URL}}</p> <p>Username: {{USERNAME}}</p> <p>Authentication Method: One-Time Password (OTP)</p> <p>For any access-related assistance, please contact <Support Email / Helpdesk>.</p> <p>Regards,</p> <p>Lockton India Insurance Brokers & Advisory Limited</p> <p>This is a system-generated email. Please do not reply.</p>
		Sender ID	evolv.supportIndia@lockton.com
		Subject Line	Your One-Time Password (OTP) for Evolv - Lockton Customer Portal
		Recepient List	Client +

		<p>Dear Customer,</p> <p>We received a request to log in to the Evolv Portal.</p> <p>Please use the following One-Time Password (OTP) to proceed with your login.</p> <p>OTP: {{OTP_CODE}}</p> <p>This OTP is valid for {{VALIDITY_MINUTES}} minutes and can be used only once.</p> <p>If you did not initiate this request, please ignore this email or contact our support team immediately.</p> <p>For security reasons, please do not share your OTP with anyone.</p> <p>Warm regards, Evolv Portal Team. LIBAL</p>
6	OTP Mailer	Mailer Content
	Sender ID	evolv.supportIndia@lockton.com
	Subject Line	Declaration Uploaded Successfully – Evolv Portal
	Recipient List	Client +

		<p>Dear Customer,</p> <p>We would like to inform you that your declaration has been successfully uploaded on the Evolv Portal.</p> <p>Declaration Details</p> <p>Uploaded on: {{UPLOAD_DATE}}</p> <p>Reference ID: {{REFERENCE_ID}}</p> <p>Status: Submitted / Under Review</p> <p>Our team will review the submitted declaration and update you in case any additional information or action is required from your end.</p> <p>You may log in to the Evolv Portal at any time to view the status or download a copy of the uploaded declaration.</p> <p>Warm Regards, Team Evolv Lockton India Insurance Broking and Advisory Private Limited</p>
7	Declaration Upload confirmation mailer to user	Mailer Content
	Sender ID	evolv.supportIndia@lockton.com
	Subject Line	Claims Document Uploaded Successfully – Evolv Portal
	Recipient List	Client +

		<p>Dear Customer,</p> <p>We would like to inform you that your claims document has been successfully uploaded on the Evolv Portal.</p> <p>Document Details</p> <p>Uploaded on: {{UPLOAD_DATE}}</p> <p>Reference ID: {{REFERENCE_ID}}</p> <p>Status: Submitted / Under Review</p> <p>Our team will review the submitted document and update you in case any additional information or action is required from your end.</p> <p>You may log in to the evolv Portal at any time to view the status of claims</p> <p>Warm Regards, Team Evolv Lockton India Insurance Broking and Advisory Private Limited</p>
Claims Doc Upload 8 confirmation mailer to user	Mailer Content	<p>Sender ID</p> <p>evolv.supportIndia@lockton.com</p> <p>Subject Line</p> <p>We've received your request – Our Relationship Manager will call you shortly</p> <p>Recipient List</p> <p>RM's Email, Client Email ID</p>

		<p>Dear {{Client_Name}},</p> <p>Thank you for reaching out to us.</p> <p>We have received your request for a call back. Your Relationship Manager will get in touch with you shortly to assist you with your query.</p> <p>Request details:</p> <ul style="list-style-type: none"> • Request ID: {{Request_ID}} • Date & Time of Request: {{Request_Date_Time}} <p>If you need immediate assistance, you can reply to this email.</p> <p>We appreciate your trust in us and look forward to assisting you.</p> <p>Warm Regards,</p> <p>Team Evolv</p> <p>Lockton India Insurance Broking and Advisory Private Limited</p>						
9	Renewal (RM call back mailer)	Mailer Content						
		<table border="1"> <tr> <td>Sender ID</td><td>evolv.supportIndia@lockton.com</td></tr> <tr> <td>Subject Line</td><td>We've received your query – Our team is reviewing it</td></tr> <tr> <td>Recipient List</td><td>RM's Email, Client Email ID</td></tr> </table>	Sender ID	evolv.supportIndia@lockton.com	Subject Line	We've received your query – Our team is reviewing it	Recipient List	RM's Email, Client Email ID
Sender ID	evolv.supportIndia@lockton.com							
Subject Line	We've received your query – Our team is reviewing it							
Recipient List	RM's Email, Client Email ID							
10	FAQ mailer to RM(Send us a Direct Mail)	<p>Dear {{Client_Name}},</p> <p>Thank you for reaching out to us.</p> <p>We have received your query/clarification request and our team is currently reviewing the details. We will get back to you shortly with the required information or assistance.</p> <p>Reference details:</p> <ul style="list-style-type: none"> • Reference ID: {{Request_ID}} • Date & Time: {{Request_Date_Time}} <p>If you have any additional information to share in the meantime, please feel free to reply to this email.</p> <p>We appreciate your patience and thank you for choosing {{Company_Name}}.</p> <p>Warm Regards,</p> <p>Team Evolv</p> <p>Lockton India Insurance Broking and Advisory Private Limited</p>						
		Mailer Content						
		Sender ID						
		evolv.supportIndia@lockton.com						

	Subject Line	
TCOR Mailer TO RM (check 11 your TCOR)	Recepient List	Client Email ID, RM's Email
	Mailer Content	