

## **SCHEDULE OF FEES and CHARGES**

*This is a list of the Fees and Charges levied directly by Charles McCarthy Insurances Ltd T/A Simply Insure. Product Producer, Third Party and Government charges may also apply.*

### **Fees and Charges**

Charles McCarthy Insurances Ltd T/A Simply Insure is remunerated by a Professional Fee paid directly by the client for work carried out on the client's behalf. A Professional Fee may be charged by us for:

The initial work and time spent in seeking the best terms, advice, product and product producer for your specific needs;

The work carried out on the renewal of your policy, ensuring that the policy(-ies) recommended to you are suitable for your needs;

Arranging premium finance on your behalf;

Alterations, amendments and endorsements to your policy;

Processing a policy cancellation or a policy suspension;

Duplicate documentation requested by you;

Insurance consultancy work, including risk management advice and surveys;

Administration work on payment defaults, including Direct Debit defaults, bounced cheques etc;

Claims handling assistance and general insurance advice; and

Any other activity detailed in this Terms of Business or our schedule of charges

**Professional Fees - Non-Refundable** Professional Fees remunerate us for time spent working on behalf of the customer and are not refundable in the event that the policy is cancelled.

**DAS Legal Expenses and Personal Accident Premium** The premium payable for optional DAS Legal Expenses & Personal Accident cover is refundable in the event that the policy is cancelled.

### **Scale of Fees and Charges**

The scale of fees & charges varies according to the category of insurance product that you purchase from us or seek advice on.

<b>Product</b>	<b>Maximum Fee:</b>	<b>Subject to a Minimum Fee of:</b>
Private Motor, Household and other Personal Insurance products	30% of the Premium	€50
Small Commercial Motor (Up to 3.5 Tonne GVW)	30% of the Premium	€50
Commercial Insurance	30% of the Premium	7.5% of the Premium
Health Insurance	€50 or agreed with the client	No Fee

We reserve the right to amend these fees should the complexity of the product require a higher fee. Any increased fee will be notified to you at least 30 days in advance of the due date. Fees may be waived by Charles McCarthy Insurances Ltd T/A Simply Insure in certain circumstances.

### **Alternative Fee Structure**

Subject to prior agreement with the client, we may charge our fees based on an hourly rate of our executives' time rather than by reference to the underlying premium. The current rates are as follows:

- Directors, Managers, Senior Account Executives: €300.00 per hour
- Account Executives, Support Staff: €150.00 per hour

### **Charges on Direct Debit Defaults and Dishonoured Cheques**

Charles McCarthy Insurances Ltd T/A Simply Insure will charge a minimum of €7.50 for processing each & every: (i) Direct Debit Default by the client and (ii) cheque received from the client which is subsequently dishonoured by the bank. Cheques may be dishonoured for various reasons including: insufficient client funds (bounced cheques), payments stopped by clients (stopped cheques) etc. This charge is in addition to any charge that may be levied by the Product Producer and/or Premium Finance Company.

### **Return Premiums**

Charles McCarthy Insurances Ltd T/A Simply Insure incurs significant administrative costs when processing return premiums for clients and we reserve the right to charge you a fee equivalent to 10% of the return premium amount. In accordance with the Consumer Protection Code, this fee will not be charged without your prior written agreement. At your request a return premium may be put towards full/part payment of another premium due to us; we will, however, require your written instruction to do so. Where premiums are not paid within credit terms Charles McCarthy Insurances Ltd T/A Simply Insure reserves the right to offset premium rebates due to the client against any sums outstanding from that client to Charles McCarthy Insurances Ltd T/A Simply Insure and/or the client's Insurers.

### **Third Party Charges**

Charles McCarthy Insurances Ltd T/A Simply Insure may, on occasion, source your insurance needs through a Wholesale Broker, who may charge for their services. Any charges levied by a Wholesale Broker will be disclosed in your Invoice, Endorsement or Renewal Notice.

**Schedule correct as at 31/10/2019**