

Sheridan Insurances



Scale of Professional Fees and Charges

	Personal Insurances	Commercial Insurances	Financial Services
	eg. Car, Van, House etc.	Business	eg. Life, Pensions, Investments etc.
Arrangement / Renewal	€30 min. €250 max.	€100 min. 30% max.	No additional Fee
Alteration / Cancellation	€30 min. €150 max.	€100 min. 30% max.	No additional Fee
Duplicate Documentation	€20	€20	€20
Arrears / Payment Default	€10	€10	No additional Fee
Credit Card Payment	1.80%	1.80%	1.80%
Returned Cheque	€10	€10	€10
Provision of Advice by:			
Director / Senior Personnel	€225 per hour	€225 per hour	€225 per hour
Account Executive / Consultant	€150 per hour	€150 per hour	€150 per hour
Support Staff	€80 per hour	€80 per hour	€80 per hour

We offer all clients the option of paying solely by fee if so desired.

Effective date: 1st January 2012

Our Remuneration

We are remunerated by a professional fee, commission and/or fees.

Fees are charged for our services to clients and for the provision of advice regarding Insurance and Financial Services as follows:-

<u>Policy Type</u>	<u>Arrangement/ Cancellation Fee</u>	<u>Alteration/</u>
<u>Renewal Fee</u>		
Commercial Insurance	Up to a max of 20% of Premium (Minimum €100)	Up to a max of 20% of Premium (Minimum €100)
Personal Insurance	Up to a max of €250	Up to a max of €150

It is the policy of Sheridan Insurances to disclose actual fees charged on our documentation to you.

A minimum Policy Set Up Fee of €40 is applicable. A fee of €20 will be charged for all duplicate documentation.

Any Third Party charges in connection with your policy will be included in the premium. Where we arrange Insurance

Premium Finance on your behalf a handling fee/administration charge will apply.

We have a policy of charging an administration fee of €10 to cover the expenses of a returned cheque or direct debit default.

Advice without placement of a contract is chargeable on a time disbursements basis:

-Directors & Senior Personnel - €190 per hour; Account Executives/Consultants - €125 per hour

The rate of fees charged is consistent with the rate recommended by our professional body the IBA.

We are also remunerated by commission received from the Product Producers for the work involved in placing orders and finalising policies with them on your behalf. This ranges from 0% to 25% dependent on the class of business, details of which are available on request.

Premium Discrepancies and Errors

Occasionally Insurers will indicate a premium and when the policy/endorsement is issued will charge a slightly different premium. When this occurs and the difference is less than €15, we will not charge this to you; neither will we refund any amount less than €15.

When providing quotations human error does occasionally occur and where this happens we reserve the right to alter any premium,