

Prince Insurance Agency Inc. Rewrite and Service Fee Terms and Conditions Disclosure Statement

- *For Lapse policies and cancelations due to insured non-payment of premium or non-compliance cancelations and insured requesting a rewrite)*
- *Reinstating of Policies for Non Payment of Billing Premium for Non Farmers Outside-Business*

Effective July 1, 2009 Prince Insurance Agency, Inc (PIA) reserves the right as a licensed Insurance Agency in the state of Tennessee to charge a rewrite fee for customers that lapsed insurance coverage or request a cancelation and want to be rewritten. This applies to this agency's insureds that accepts the agreed upon insurance premiums, agreed payment schedule, terms and premium finance agreement terms, then fail to make timely payment or have NSF payments that cause the policy to cancel then be rewritten. Each time a policy cancels before the full policy term has completed, our agency is charged with a commission chargebacks from the insurance carrier. Our agency must return this unearned commission and not realize a full terms commissions. In order to rewrite another policy all paperwork must be redone, re-marketed sometimes and re-do the processing. Rewriting policies cost the agency time and possibly more payroll cost. The Tennessee Department of Insurance and Commerce in 2008 passed a ruling that insurance agents can charge a fee of additional services required beyond the placement of an insured's initial coverage. Due to this ruling, in the event a client's policy lapses or cancels, then request Prince Agency to rewrite them a replacement policy a servicing fee can be charged.

- PIA will reserve the right to assess a \$25 to \$150 service fee each time we must perform policy reinstatements and/or re-writes on Insurance Policies.
- PIA will now charge \$5.00 for each certificate of insurance that are requested over the first 3 requested. If a certificate is requested please provide 24 hour notice before it will be provided. Exceptions are understood.
- In the event a personal or business insurance check is written to PIA with the mutually agreed purpose of binding insurance coverage for the customer and that check returns or is NSF PIA will additional charge a \$10.00- \$35.00 service fee beyond the agency bank NSF fee that you will be responsible for. To avoid this additional fee we suggest that your account be put on bank draft with overdraft protection.
- PIA does write insurance will top Surplus lines insurance carriers that do require 25% minimum earn premium payment upfront plus taxes are fees. These 25% payments with taxes and fees is none-refundable per the insurance carrier, not PIA.
- "Prince Insurance Agency Inc utilizes secure 3rd party payment processing companies like QuickBooks online or PayPal. There will be an additional transaction fee added to the base amount of insured credit card and check by phone payments."

