

**IEA Technical Guide**

# **A Quick Guide to our Plans**

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	Short Term Plan Pure Protection	Purely Plan Pure Protection	Classic Plus Plan Traditional with profits
Minimum/Maximum age at entry (inclusive)	18/59	18/59	18/54
Guaranteed premiums	✓	✓	✓
Minimum terms	5 years	5 years	5 years
Retirement age	50 to 70	50 to 70	50 to 70
Deferment period	1, 4, 8, 13, 26 weeks	Day 1, 4, 8, 13, 26, 52 weeks	4, 8, 13, 26, 52 weeks
Maximum benefit % income	60%	60%	60%
Level benefit in claim	✓	✓	✓
Maximum benefit	£60,000 per year	£60,000 per year	£60,000 per year
Definition of incapacity	An illness or injury occurring during the cover period which prevents you from engaging in your 'own occupation'	An illness or injury occurring during the cover period which prevents you from engaging in your 'own occupation'	An illness or injury occurring during the cover period which prevents you from engaging in your 'own occupation' for 104 weeks then 'own or reasonably suited' occupation thereafter
Premiums guaranteed or reviewable	Guaranteed to rate table. Age related increase each year on 1st Jan	Guaranteed to rate table. Age related increase each year on 1st Jan	Guaranteed to rate table. Age related increase each year on 1st Jan
Escalation	To a max of 10% RPI	To a max of 10% RPI	To a max of 10% RPI
Waiver of premium	After 'deferred period'	After 'deferred period'	After 52 weeks of claim
Benefit term	1 or 2 years only	To Plan end date	To Plan end date
Member benefits	✓	✓	✓

Further information on our Income Protection Plans is available from: [www.holloway.co.uk](http://www.holloway.co.uk)

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# The Holloway Principle

Holloway Friendly was founded in 1880 based upon the principles of George Holloway, the welfare and reforming MP for Stroud. Holloway Friendly and the contract that bears its name was the 'original' to use the concept of income protection incorporating a lump sum at retirement, hence the generic term 'The Holloway Contract'.

We are a mutual organisation owned entirely by our members so all profits belong to the membership. We now have thousands of members, all enjoying the benefits of mutuality. Therefore all profits belong to the membership.

## Benefits

Our Income Protection Plans offer the following benefits:

### Purely Income Protection

- Guaranteed premiums
- No investment element
- Own occupation definition of incapacity
- No occupational premium loadings
- No smoker premium loadings
- Choice of deferment periods
- Rehabilitation/proportionate benefit
- Terminal illness benefit
- Career break
- Choice of retirement ages from 50 to 70
- Level or inflation proofed benefit
- Waiver of premium

### Short Term Income Protection

In addition to all of the benefits of Purely Income Protection:

- Choice of benefit term of 1 or 2 years
- Guaranteed income option (subject to full financial underwriting at application)

### Classic Plus Income Protection

In addition to all of the benefits of Purely Income Protection:

- Potential tax-free cash sum at the chosen Plan end date.

## Benefit entitlement

The benefit paid will be based on pre-incapacity earnings:

- If your client is employed their income is their pre-tax earnings for PAYE
- If your client is self-employed their income is calculated as their share of pre-tax profits from their business

Income received from state benefits, savings and investments are not taken into account, but continuing income from employment or other health related insurance payments will be.

## Premiums

All premiums are payable monthly by Direct Debit. Purely Income Protection has a minimum monthly premium of £10 and Short Term Income Protection has a minimum monthly premium of £8.

## Dividends

If your client is in receipt of dividend payments as part of their income, these can be included in our maximum benefit payable calculations provided those dividend payments are not declared when they are unable to work owing to illness or an accident.

## Evidence of earnings

We will require proof of your client's earnings in the event of a claim for illness or an accident in order to verify the level of benefit entitlement.

This evidence of earnings could be, but is not restricted to, the following:

- **Employed** P60, payslips, bonus statements, dividends statements and P11d.
- **Self-employed** Latest business accounts and/or Inland Revenue tax computations/returns for the three years prior to incapacity and/or other documents we consider necessary.

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# Underwriting

## Medical information

To reach a decision on the terms we can offer your client, they need to provide Lifestyle and Medical information. This information can be collected online via MedQ or by telephone interview with a nurse. If you do not currently use MedQ and would like to know more then contact the Adviser sales team on 01452 526 238.

Interviewing significantly reduces any incidences of non-disclosure whether by negligence or lack of awareness. Considerably more information can be obtained, reducing the need for any further medical evidence or reports and the risk can be assessed a lot quicker and with greater accuracy. It also saves time when making a claim and can improve the likelihood of a claim being paid.

## Hazardous pursuits

All hazardous pursuits will be given individual consideration. As long as the pursuit is not on a professional or semi-professional basis we will consider it. The decision as to whether an exclusion would be applied would be based on the level of benefit required, the deferment period, the pursuit undertaken, the frequency and whether your client has had any injuries relating to that pursuit.

## Medical premium loadings

A medical loading could be applied to the premium or a reduced benefit can be offered to maintain the original premium quoted if your client requires.

## Declined applications

The decision to decline an application will be based on the information received from your client and their GP. We may be unable to disclose specific reasons for the declination. If your client wishes to gain further information they should request a copy of the report that we would have received from their GP. Once they are in receipt of the GP's report they can contact our Underwriting team should they have any further queries.

## Restricted plan end dates

We endeavour to offer policies to as many occupations as possible. To allow us to do this we have to restrict the plan end dates on certain occupations. These occupations and the maximum plan end date are noted below:

Occupation	Max Plan Termination Age	Occupation	Max Plan Termination Age
Aerobics Instructor	55	Driver – Construction	60
Air Traffic Controller	55	Driver – Delivery	60
Airline Pilot	55	Driver – Tractor	60
Ambulance Driver	60	Driver Examiner	60
Announcer – Radio/TV	55	Driver Instructor (including motorbike instructor)	60
Bar Steward	60	Engine Driver	60
Barmaid	60	Firefighter – Fire Service	50
Barman	60	Fitness Instructor	55
Breakdown Recovery Driver	60	Fork Lift Truck Driver	60
Bulldozer Driver	60	Haulage Contractor	60
Bus Driver	60	Health and Fitness Club Trainer (incl. aerobics)	55
Car Delivery Driver	60	Heavy Goods Driver – UK only (no loading)	60
Care Assistant	60	Heavy Goods Vehicle Driver	60
Care Worker	60	Ice Cream Van Driver	60
Care Worker (residential)	60	Leading Fireman	50
Chauffeur	60	Light Goods Vehicle Driver	60
Chipping Driver	60	Mini Cab Driver	60
Coach Driver	60	Motorbike Instructor	60
Commentator (no overseas travel etc)	55	Newsreader	55
Commercial Pilot	55	Paramedic Driver	60
Concrete Paving Driver	60	Postal Courier Driver	60
Courier	60	Radio/TV Announcer/Presenter	55
Croupier	50	Residential Care Worker	60
Dancing Teacher	55	Residential Home Proprietor (admin. only or full involvement in caring)	60
Delivery Driver	60	Road Patrolman/Breakdown Recovery Man	60
Disc Jockey (resident only, not mobile)	55	Tanker Driver	60
Dray Man	60	Taxi Driver	60
Dredger Driver	60	Van Driver	60
Driver – HGV	60		
Driver – PSV	60		

## Further information

This document is provided as a summary of our plans and should be read in conjunction with the product specific Key Features Document, details of which can be found on our website: [www.holloway.co.uk](http://www.holloway.co.uk).

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# Using Holloway Friendly

## Quotations

Client specific quotations can be obtained through our website at: [www.holloway.co.uk/quote](http://www.holloway.co.uk/quote)

If you have not registered with us before, you need to request a reference number. This is quick and simple and can be done through our website:

[www.holloway.co.uk/registration](http://www.holloway.co.uk/registration)

You will receive your individual reference number and password to use our online services by email. Login help requests are emailed within an hour during normal working hours. All requested quotations via the web will be stored online, enabling you to review, print or process at a time of your choosing.

## Benefits of electronic business submission

Our preferred method of business submission is electronic.

- Electronic proposal submissions of validated Application forms will speed up the business process and also qualify for enhanced commission rates
- The ability to store partially completed proposal forms online for completion at a later date
- Ease of access to stored quotations and proposals via password protected facility
- Submitted proposals will be stored online and accessible in pdf format for your convenience

We will still require a signed declaration form and direct debit mandate for all applications submitted via the website. Variations to existing Plans are not supported online, these must be quoted for and submitted to our Underwriting team. You can contact them on 01452 782 760 or [underwriting@holloway.co.uk](mailto:underwriting@holloway.co.uk)

## Additional online services

### Proposal tracking

- You can keep track of your client's application during the underwriting process through our Proposal Tracking System. It can also be used to view a history of all business previously submitted.

### Document library

- Many useful forms and sales aids can be found in and downloaded from the document library including Key Features, Application Form at: [www.holloway.co.uk](http://www.holloway.co.uk).

### Plan tracking

- Enables you to monitor Plans to which you have servicing rights.

## Terms of Business

- All Adviser Firms directly authorised by the FCA will be required to complete and sign a Terms of Business form.
- We will send you a Terms of Business form for completion on receipt of your first application.
- Flexible commission structures are available. Please contact our Adviser Team for further information.
- Please note that applications may not be underwritten until a Terms of Business form has been received and accepted.





## Contact us. We're here to help.

### Address

Holloway House  
71 Eastgate Street  
Gloucester GL1 1PW

 01452 782 772

 [mail@holloway.co.uk](mailto:mail@holloway.co.uk)  
 [www.holloway.co.uk](http://www.holloway.co.uk)

### We're here

**Monday-Friday** 9.00am to 5.00pm

Ash | IT



Holloway Friendly is the trading name of The Original Holloway Friendly Society Ltd.  
Holloway Friendly is registered and incorporated under the Friendly Societies Act 1992, registered No. 145F.  
Registered office: Holloway Friendly, Holloway House, 71 Eastgate Street, Gloucester, GL1 1PW.  
Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. FRN 109986.

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