Blagrove Underwriting Agency Ltd Administration Fees & Adjustment Charges

Declarations

Premium amendments are processed on a quarterly basis, unless otherwise agreed. Declarations are automatically issued based on the current vehicle schedule and it is the broker's responsibility to ensure the schedule is accurate before the declaration is issued.

Declaration Frequency	Administration Fee
Quarterly Declaration	£50
Half-Yearly Declaration	£100
Annual Declaration	£200
Adjustment outside declaration process	£7.50 per adjustment

No administration fee will be charged where there have been no schedule changes during the declaration period.

Mid-Term Adjustment Fees

Non-declaration policies (as and when adjustments)	£10.00 per mid-term adjustment

Policy Cancellation Fee

Policy Cancellation	£35.00

Important Notes

- Adjustments are calculated on a pro-rata basis, except for Temporary Additional Vehicles (TAVs), which are charged in accordance with the applicable TAV rates.
- Where a vehicle is added and another deleted on the same date, a full day's cover will be charged for each vehicle, which may result in a small additional premium.

Temporary Additional Vehicle (TAV) Rates

The following charges apply for the first 14 days in respect of each vehicle added on each separate occasion. All charges exclude IPT.

Vehicle Type	Rate
Private Cars (valued less than £50,000)	£10 per day
Private Cars (valued £50,000 and over)	Subject to referral

CVs up to and including 5t GVW	£15 per day
CVs over 5t GVW and up to and including 26t GVW	£20 per day
CVs over 26t GVW and up to and including 44t GVW	£30 per day
Vehicles over 44t GVW	Subject to referral

Vehicles added for more than 14 days will be subject to a pro-rata charge of the annual premium.

A minimum charge of two days will apply to any temporary additional vehicle.

These charges apply only to vehicles within the parameters of the current schedule of vehicles and are for UK use only.