



Life Insurance Agent & Referral Representative Agreement

The following agreement is between Combined Insurance Group, Ltd. (CIG) and _____, the Licensed Life Insurance Agent (LIA) & Referral Representative (RR). This agreement defines the terms, conditions and limitations of Property & Casualty (P&C) Insurance Policy Referrals Referred to CIG including quotation, binding and policies-in-force phases of P&C clients and coverage.

The terms, conditions and limitations described herein comprise the entire agreement between Combined Insurance Group, Ltd. and the Life Insurance Agent/Refer Representative (LIA/RR)

In entering into this agreement, the LIA/RR acknowledges the following:

1. Although the LIA/RR is authorized to refer potential clients to CIG for coverage under its Property & Casualty Insurance Policy(s) (Automobile/MotorCycle) (Homeowners/Renters/Condominium/Townhome) (Commercial/Business/Commercial Vehicle) (Bid/Financial Bonds) coverage (to be quoted and serviced only by CIG Agents), the LIA/RR are in no way authorized by CIG to serve in any role or have any responsibilities as a licensed Property & Casualty Agent of CIG. This applies whether or not the LIA/RR is or is not a licensed Property & Casualty Agent in any capacity or jurisdiction outside the offices of CIG.
2. The LIA/RR acknowledges and understands state insurance laws and regulations prohibit, anyone who does not possess a Property & Casualty (P&C) Insurance License is prohibited to act in any role specific to this license. This includes binding coverage, making changes, accepting payments, providing advice to Policyholders in regards to any Property & Casualty Policy or Product. An LIA/RR's Compensation will not be structured in the same way outlined under the rules & regulations of any U.S. State Property & Casualty Insurance Department. The LIA/RR serves strictly to refer policies to Combined Insurance Group, Ltd.. He or she performs no other role in the process of the agency's Property & Casualty responsibilities. This includes issuing policies, policy service, accepting payments and claims issues.
3. The LIA/RR will receive a compensation payment equal to an agreed amount of the agency's first annual term compensation received. This compensation refers to any software underwritten products such as, Automobile, Motorcycle, Renters & Homeowners Insurance Policies. This compensation represents the policy's initial annual policy term. This includes both annual and semi-annual policies. Referral Fees, RF's will be paid to the LIA/RR on compensation received by the agency representing annual policy terms. Annual Referral Fees will be paid on two Semi-Annual Policies. The second semi-annual policy term will not be considered a policy renewal for the purpose of this agreement. Only second annual compensation received by CIG is considered renewal compensation. Second year Referral Fee's will never be paid based on Policy Renewal Compensation received by CIG.

4. The agency will only quote & write a policy referred by an LIA/RR, if the proposed insured has maintained prior insurance coverage equal to one annual term. Any referral who has not maintained at least one year of current insurance coverage, may be considered for insurance coverage by CIG at the discretion of the agency manager. It is understood both Commercial & Business Policies require a significant amount of field underwriting, inspection, re-quoting on risk profile changes and regular policy service throughout the policy term. As a result, a Referral Finder's Fee will be agreed upon prior to binding coverage. The Finder's Fee Paid will be divided and paid in twelve equal payments and paid monthly to the LIA/RR equal to the first annual policy term.

5. Any software underwritten insurance policies such as Automobile/MotorCycle, Homeowners/Renters/ Condominium/Townhome will be paid to the LIA/RR as a Referral Fee equal to the agreed percentage of the Agency's first year compensation. Any agreed Referral Fee will be paid monthly divided by the policy term. As a courtesy, the agency may advance a Referral Fee as outlined in #3 under the following conditions. An LIA/RR's Referral Fee received will be paid in advance subject to the following agreement. Any insurance policy which does not make it to its annual or semi-annual term and canceled, the Referral Fee will be prorated and refunded to the agency. Any refunds due the agency will be deducted from any compensation due the LIA/RR. If the LIA/RR does not have any pending Referral Fees, the RR agrees to promptly repay the agency or make arrangements to do so.

6. It is understood by the LIA/RR, it's unlawful to pay a Property & Casualty Commission to any person not maintaining a State Property & Casualty Insurance License. A Renewal Referral Fee paid, would constitute the same as the renewal income agreement the agency would maintain with a Licensed Property & Casualty Agent. A Referral Fee of any amount paid based on an Agency's second year Renewal Commission would violate State Department of Insurance rules & regulations. CIG & an RR agrees this would be unlawful. As a result, any payment based on a second-year renewal commission will never be paid by CIG to the LIA/RR. Further, the LIA/RR will never request a payment based on a P&C Policy maintained for a subsequent term after its first.

7. All Referral Finder's Fees will be paid approximately 5 days after the agency's month's closing. For example, a new P&C Policy is placed on January 15th. The carrier will pay our agency sometime in the month of February (every carrier has a different payment date). On February 28th, CIG closes its month, and our system calculates all commissions received throughout that month. Agent Commissions & LIA/RR Finder's Fee amounts are assigned to its Agents & LIA/RR's respectively. The LIA/RR will be presented with a Printed Statement and Payment approximately March 5.

8. Because the LIA/RR is not a licensed Property & Casualty Agent (irrespective of any licensure they may possess as described in Section 1, an **LIA/RR may never discuss or provide any Licensed Property & Casualty Insurance advice, instruction, or characterize any form of policy management, adjustment or modification under any circumstances whatsoever without exception. The LIA/RR is also prohibited from making or characterizing the ability to make any policy changes or handle any payments from any CIG P&C client or pending P&C client with a down payment due. An LIA/RR is also prohibited from charging any type of placement fee for referring a policy to CIG for coverage.**

9. **In all cases where a CIG P&C client or pending P&C client contacts the LIA/RR with the intention of addressing any policy service issue; changing a car, increasing or decreasing policy**

coverage limits, needing advice, canceling their policy or any related issue, the LIA/RR must immediately provide that client with CIG's Toll-Free Customer Service Number 800.807.0762 an LIA/RR who has referred an insurance policy to CIG, should explain to any CIG referral client, the agency's customer service staff is completely responsible for all policy transactions. To avoid confusion and for their protection, they need to contact CIG. If the LIA/RR is contacted by a CIG Referral Client regarding a claims concern and would prefer to speak to an Agent prior to filing a claim, Mr. Michael Dortch, President & Managing Agent is available to speak with them. The LIA/RR should provide the client's telephone number to Mr. Dortch. Respectively, if the client needs to speak to Mr. Dortch immediately, they may contact him via his cell anytime of day or night @ 215.778.0600. Since Texts could be missed, phone calls are preferred. They also may send an email to mdortch@insuredirect.com. They must include their phone number for a return call.

10. If the LIA/RR violates any terms of this agreement by providing P&C advice, accepting any policy changes, payments or charging placement fees to a CIG P&C Policy Client or pending P&C client, this agreement will be in immediate breach. The LIA/RR will cease to have the privilege of referring any P&C Business to CIG and receiving any future Finder's Fee compensation.

11. Where the LIA/RR is an independent contractor and typically responsible for obtaining their own new business, CIG will purchase leads for the LIA/RR as a special accommodation when requested. In these special circumstances, CIG will reduce the LIA/RR's Carrier Contract Life Commission levels to 55%. The reduction will compensate CIG for the cost of those leads. Once the LIA/RR no longer requires CIG's assistance, CIG will contact contracting and the LIA/RR's Contract Commission Level will be reassigned to its previous posted commission level.

Signed and put into force on this day of the month of , .

Michael E. Dortch, President & Managing Agent
Combined Insurance Group, Ltd.

Referral Representative