

VALUE INSURANCE AGENCY INC.

A member of the *Independent Agents & Brokers of America*

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Client-Agent Service Fee Agreement

This letter is to confirm your understanding of the Service Fee Agreement between you (Client) and Value Insurance Agency Inc. (Agent). Pursuant to this Agreement, the Client acknowledges and agrees that certain services are subject to fees in excess of the premium paid for insurance.

A schedule of these services and their respective fees are included below and are subject to change at the discretion of the Agent. For your convenience, the most up-to-date version of this schedule is available at: www.valueinsuranceinc.com/feeagreement.pdf

<u>Service</u>	<u>Fee</u>
Preparation per Certificate of Insurance	\$ 25
NCCI/IWIF Workers Comp Application per application	200
Rewrite fee due to non-payment, etc. per application	400
Excess/Surplus renewal commercial	300
Preparation application for Surplus line	300
Change of address with carrier	150
Endorsement	75
Preparing documents for financing premium	150

The duration of these fees are continuous for the time period that we are your agent.

Payment is due upon request.

Client

Date