

# Renewal of Cover for 2018/2019

BAR MUTUAL Membership No:

**PLEASE ENTER YOUR PRACTISING ADDRESS HERE**

January 2018

Your insurance expires on 31 March 2018 and contributions are due by 1 April 2018.

The quickest and easiest way for you to renew is to renew online. If you do this, you will then be able to pay your premium by debit/credit card. The online renewal site will be available from 7 February 2018. If you do not wish to renew online, please complete the Form and return it to the address above in sufficient time for us to process it and issue a debit note – ideally by 21 February 2018. We will still process Forms received after this date, but this gives us sufficient time to process and issue debit notes in time for payment by 1 April. To renew online:

1. Go to [www.barmutual.co.uk](http://www.barmutual.co.uk)
2. Click on the “Renewing Your Insurance” link
3. Enter your 16 digit number and your **Bar Council Membership Number** (not your Bar Mutual membership number)
4. Enter details of your fee income and areas of practice, consider the level of cover to take and select the method of payment

If you are no longer in practice, please log into the website and complete the first part of the renewal section. Alternatively, email [info@barmutual.co.uk](mailto:info@barmutual.co.uk), giving the date you were marked as non-practising by the Bar Standards Board so that the Managers may contact you about run-off cover.

Attention is drawn to clauses 4.2, 4.3, 4.7 and 9 of the Terms of Cover, which may put the Insured in a worse position than he, she or it would be under the Insurance Act 2015.

I apply to renew my insurance with Bar Mutual Indemnity Fund Limited. I declare that the information contained in this form is correct to the best of my knowledge and belief. I have notified the Managers, or enclose notice herewith, of any claims made against me or any intimation received from any person of any intention to make a claim against me.

If I have ticked box 2, 8B and/or 9B I hereby authorise Bar Mutual to release to the brokers indicated details of my fee income, areas of practice and claims history, solely to enable them to obtain quotations from underwriters on my behalf.

Signed:

Dated:

1. **Gross fees received in the last calendar year (excluding VAT)<sup>1</sup>**

Please note the definition of "income" in the Explanatory Notes.

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2. **Indicate the limit of cover required<sup>2</sup>**

*Bar Mutual provides cover on a "claims made" basis. Cover will respond to relevant claims that are first made against the insured during the period of insurance or which are deemed to have been so made by reference to a notification of a circumstance. It will **not** respond by reference to the date of the alleged incident giving rise to the claim.*

£500,000		2B	£1,000,000		3B	£1,500,000		4B
£2,000,000		5B	£2,500,000		6B			

You are also encouraged to give serious consideration to purchasing cover in excess of £2.5m. The following brokers can assist you in this regard. If you would like us to send them the information they require to provide you with a quote, please tick the relevant boxes.

TLO Risk Services (Vernon Taylor) 

	8B
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 Lonmar Global Risks (Robin Wilson) 

	9B
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3. Enter the percentage of your Gross Fee Income received from each area of practice, and the percentage of that income received from the Crown.<sup>3</sup> See enclosed table for assistance in allocating your fees to the correct area of practice. **Please use whole numbers - not decimals.**

AREA OF PRACTICE	%	%	CODE	AREA OF PRACTICE	%	%	CODE
	GFI	Crown			GFI	Crown	
Admiralty			C	Construction			R
Commercial (including Financial Services) <sup>3D</sup>			D	Public Law (previously P&LG) <sup>3S</sup>			S
Criminal			FC	Intellectual Property			T
Professional Discipline			FD	Planning			U
Defamation			G	Competition			V
Employment			H	Chancery – Contentious			XC
European			I	Chancery – Non-Contentious			XD
Family – Children			J	Personal Injury <sup>3YC</sup>			YC
Family – Other			K	Professional Negligence <sup>3YD</sup>			YD
Immigration			L	Other Common Law <sup>3YE</sup>			YE
Insolvency			M	Arbitrator, Umpire, Mediator <sup>3O</sup>			O
International Law <sup>3N</sup>			N	Other : please specify below <sup>3Z</sup>			Z
L&T Non-Residential			PC	<b>REVENUE</b> <sup>3W</sup>			
L&T Residential			PD	Crown			WD
Licensing			Q	Non-Crown – Contentious			WE
				Non-Crown – Non-Contentious			WF

Other details: -----

Percentage of total fees which is derived from International Practice<sup>3I</sup>

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4. If you are interested in paying your premium in instalments, please tick<sup>4</sup>

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5. If you wish to apply for cover for practice as a Foreign or European Lawyer, please tick<sup>5</sup>.  
If you already have this cover, a separate renewal form will be issued to you. 

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If you undertake any of the following, please indicate percentage of fees derived from this work in the last calendar year:

6. Public Access work 

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7. Licensed Access work (Direct Professional Access and/or Bar DIRECT) 

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8. Conduct of Litigation 

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