

# CENTURY TABLES

For Members who joined the Society prior to 1 January 2013

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**BRITISH  
FRIENDLY**

It feels good to be covered

## IMPORTANT NOTE

It is important that you read this document carefully and understand it.

As a member you have certain notification responsibilities. It is important that you pay particular attention to Part D, sections 4 and 5 and Part I, section 1.

If you require guidance, please contact us free on 0800 975 6565 or e-mail us at [enquiries@britishfriendly.com](mailto:enquiries@britishfriendly.com)

## PART A - DEFINITIONS

In these Tables terms defined in the Rules shall have the same meanings and in addition the following terms and expressions shall have the meanings specified unless the context otherwise requires. Any reference to the Holloway Fund shall mean the fund into which contributions are made under these Tables and out of which Holloway Benefits are paid under these Tables.

Applicable to the Century Cash Plan only\*

<b>Activities of Daily Living*</b>	The activities set out in Part E Section (a).
<b>Acute</b>	A disease, illness or injury that is not a Chronic Health Condition and which is capable of being cured. An Acute condition responds to short-term treatment with a definite end point that returns the Member to a state of health to that which he was in immediately before suffering the disease, illness or injury.
<b>Apportionment</b>	The surplus of funds divided amongst the Members at the end of each financial year, in accordance with the number of Units held, after all expenses have been met.
<b>Benefits*</b>	Means the Services or amount payable to the Member, as set out in Part E Section (b).
<b>Capital Account</b>	The amount standing to the credit of a Member in the books of the Society from time to time.
<b>Care Plan*</b>	A written description of the care choices available to the Member, or any person helping with the care of the Member, which has been: (a) formulated by the Case Manager following his or her Health Assessment of the Member; (b) approved by the Society; and (c) signed by the Member or an authorized representative acceptable to the Society. The Care Plan will identify the type and frequency of Services required and will indicate the cost of such Services.
<b>Case Manager</b>	A registered nurse included in the professional register of nursing maintained by the Nursing and Midwifery Council.
<b>Cash Benefits*</b>	The Cash Benefits payable to Members aged 60 and over.

<b>Chronic Health Condition</b>	<p>A disease, injury or illness which has at least one of the following characteristics:</p> <ul style="list-style-type: none"> <li>• Has no known cure</li> <li>• Recurs or is likely to recur</li> <li>• Is permanent</li> <li>• Requires the Member to be rehabilitated or specially trained to cope with the condition</li> <li>• Requires long-term treatment or monitoring (regular consultations, check-ups, examinations or tests to assess the state of health is required).</li> </ul>
<b>Commuted Member</b>	A Member not entitled to receive Sickness Benefit.
<b>Dementia</b>	<p>The worsening of or the loss of intellectual ability as established using clinical evidence and standardised tests. Impairment will be measured in the following areas:</p> <ul style="list-style-type: none"> <li>• Short and long term memory; and</li> <li>• Orientation (ability of the Member to know who they are and who another person is), place (where the Member is) and time (the current date or year); and</li> <li>• Deductive and abstract reasoning (solving simple problems and making rational decisions as to well being).</li> </ul> <p>A Member will be considered to be suffering from</p>
<b>Dementia if:</b>	<ul style="list-style-type: none"> <li>• There is medical evidence of organic disease in the brain; and</li> <li>• The Member fails the standardised tests when measured against clinically published data; and</li> <li>• The Member's intellectual ability is such that they need continual supervision or assistance from another person to protect themselves or others.</li> </ul>
<b>Doctor</b>	A duly qualified and registered general practitioner or consultant.
<b>Employment</b>	Means carrying on a trade, profession, occupation, vocation or other work.
<b>Financial Year</b>	1 January to 31 December.
<b>Health Assessment*</b>	An assessment of the Member's needs, undertaken by an appropriately qualified nurse or medical practitioner, to determine whether assistance is required to help the Member with one or more of the Activities of Daily Living.

<b>Home Adaptions*</b>	Adaptations required to be carried out to the Member's permanent private residence to assist him/her in carrying out the Activities of Daily Living such as the installation of ramps, hoists, stair lifts etc.
<b>Illness</b>	Illness, injury, incapacity and/or affliction which renders a Member incapable of following his usual Employment or schooling.
<b>Interest</b>	Interest added to the Members' Capital Accounts at the end of each financial year.
<b>Junior Member</b>	Members between birth and the date of their 16th birthday.
<b>Member's Capital Account</b>	The current amount standing to the credit of a Member in the books of the Society.
<b>Member's Doctor</b>	The Doctor with whom a Member is registered, or a Doctor whom the Member consults for the purpose of obtaining any certificate or other evidence of health.
<b>Overseas Resident - temporary</b>	A Member living outside the UK for less than three years.
<b>Overseas Resident - permanent</b>	A Member living outside the UK for more than three years
<b>Rules</b>	The Rules of the Society including the Schedule.
<b>Service Benefits</b>	The Health Assessment Service, Tailored Care Plan and Helpline Information Service.
<b>Services*</b>	Medical, nursing and domestic services that are intended to assist the Member in performing the Activities of Daily Living, which the Member is otherwise unable to perform.
<b>Sickness Benefit</b>	The benefit payable to Members between the ages of 5 and 60.
<b>Society's Representative</b>	An employee of the Society, the Society's Medical Adviser or any other person authorised to act on behalf of the Society.
<b>Special Equipment*</b>	Any device or equipment, including special clothing, which will help the Member to perform in their normal place of residence an Activity of Daily Living which they would otherwise not be able to perform. Examples include, wheelchairs, walking frames, grab rails and devices to turn taps on and off. It also includes devices to help a Member to summon help.
<b>Society's Medical Adviser</b>	An independent Doctor or Specialist appointed by the Society.
<b>Underwriting</b>	The assessment of risk (for example obtaining Medical Reports) when considering applications for Membership or additional cover.
<b>United Kingdom</b>	England, Scotland, Wales and the Isle of Man.
<b>Units/Unitholding</b>	Measure that determines level of cover.

## PART B – TERMS OF ADMISSION & VARIATIONS IN COVER

1. All applications shall be made in writing on the prescribed form obtainable from the Registered Office.
2. a) A person, who has not passed his sixtieth birthday, shall be eligible to apply for admission to the Century Plan.  
b) A person, who has passed his sixtieth birthday but not passed his seventy- fifth birthday, shall be eligible to apply for admission to the Century Cash Plan.
3. a) Applications for juniors may be completed and signed by a parent or legal guardian subject to a maximum holding of 500 Units or such other number of Units as the Board may determine.  
b) A person over the age of 18 applying for Membership of the Century Plan may hold a maximum of 1000 Units or such other number of Units as the Board may determine.  
c) A person over the age of 60 applying for Membership of the Century Cash Plan may hold a maximum of 200 Units or such other number of Units as the Board may determine.
4. The Society shall have the right to request from any person applying for Membership:
  - a) a medical report from the applicant's own Doctor
  - b) a birth certificate
5. Upon admission each Member shall be supplied with a certificate of Membership.
6. Should any person be refused Membership or should a person in accordance with Legislation cancel his Membership during any cooling off period all premiums paid by him to the Society in respect of such Membership shall be refunded in full.
7. The Board may impose any medical exclusions or restrictions on a Member's cover and all applications shall be considered and accepted or rejected.
8. The number of Units to be held by a Member shall be decided upon by agreement between such Member and the Society, the latter having power to agree to a reduction in a Member's Units.
9. With the approval of the Board, a Member may decrease his number of Units.
10. With the approval of the Board, a Member who has not passed his 75th birthday and has not commuted his Membership may apply to increase his Units at any time during the Financial Year, providing his premiums are fully paid at the time of the application.
11. Members under the age of 60 can apply to have their premiums and benefits increased automatically by 5% every year. Sickness Benefit will be payable immediately at the increased level.
12. Any decision made by the Board in respect of an appeal on Underwriting matters shall be final.
13. At the discretion of the Board, Members of designated group schemes may be admitted on different terms to those set out in the Century Tables.

### How do you use my personal information?

The Society obtains and processes your personal information in accordance with our Main Privacy Policy (which can be viewed at <https://members.britishfriendly.com/privacy-policy/>). If you make a claim then our Privacy Policy for Claimants (which can be viewed at <https://members.britishfriendly.com/privacy-policy/>) will also apply. You should receive a copy of our Main Privacy Policy with your policy application form. As well as being available online, you can request a copy of our privacy policies at any time by calling us on 01234 358344 or by writing to 45 Bromham Road, Bedford, MK40 2AA. In order for the Society to process an application or administer a policy, the applicant/member must consent to the Society processing the member's personal information (including sensitive health and genetic information) in accordance with the Society's Privacy Policies. If the applicant or member refuses to consent or later withdraws their consent then their application/policy will have to be cancelled.

## **PART C – PREMIUMS**

1. Premiums shall be paid in full by the Member in accordance with the tables adopted by the Society. Part payment cannot be accepted.
2. Premiums shall be paid within the first 7 days of each month.
3. Members shall pay their Premiums by Direct Debit only, although the Society may consider other methods of payment on an individual basis. Members shall complete the prescribed form obtainable from the Registered Office when required. The Society will not be responsible for the acts or defaults of the Member's bank in not carrying out any instructions on the completed prescribed form.
4. Every member whose premiums are more than 7 days' in arrears shall, having been given 14 days' notice, have the outstanding amount paid from his Capital Account, providing there are sufficient funds available unless the Member has agreed an alternative arrangement with the Society to settle the arrears.

## **PART D - PAYMENT OF SICKNESS BENEFIT**

1. The levels of Sickness Benefit to which a Member shall be entitled are set out in the tables in Part L, which also set out the reduced rates of premiums payable by those Members who have elected to defer their entitlement to receive Sickness Benefit.
2. Any Member eligible to claim Sickness Benefit who is totally unable to follow his normal occupation or attend school or further education through illness or accident, and whose premiums are not more than 7 days in arrears, shall be entitled to claim Sickness Benefit. Any Member more than 7 days in arrears with his premiums shall not be entitled to claim Sickness Benefit for any period prior to the date the arrears are paid.
3. Members who have not attained their fifth birthday shall not be eligible to claim Sickness Benefit.
4. Any Member claiming Sickness Benefit shall notify the registered office within 14 days of commencement of illness. A claim form will then be issued which must be completed and returned to the Registered Office within 7 days' of it's receipt by the Member. Sickness Benefit is payable in three stages:
  - Full pay from day one of illness, for 26 weeks at 60p per Unit
  - Half pay from week 27 for 26 weeks at 30p per Unit
  - Reduced pay from week 53 until recovery or age 60 at 18p per Unit
5. The Member has the option to choose at outset whether the Sickness Benefit is payable from day one of their illness, or deferred for a period of 4, 8, 13 or 26 weeks. Where day one cover is selected, the claimant must be sick for 8 continuous days, at which point benefit will begin to be paid retrospectively from day one. A Doctor's Certificate is required from the 8th day of incapacity. Irrespective of the Member's unit-holding, the Society reserves the right to request a Doctor's Certificate valid from the first day of incapacity. Sickness Benefit is payable for any 6 days out of a 7-day week.

6. Certification must be continuous throughout the remainder of a claim. Sickness Benefit will not be paid for any days not covered by a Doctor's certificate. If notification of a claim is received by the Society more than 14 days after the commencement of illness, payment of benefit will be at the discretion of the Society.
7. The Society has the right to request a Member claiming Sickness Benefit to be independently examined by the Society's Medical Adviser. In the event of the Member's refusal, the Society shall have the right to suspend Sickness Benefit.
8. Sickness Benefit is not payable for any illness or disability directly or indirectly relating to:
  - addiction to or abuse of drugs, solvents or alcohol
  - voluntary sterilisation or reversal thereof
  - pregnancy, ectopic pregnancy, miscarriage or childbirth
  - abortion or any incapacity relating thereto
  - cosmetic surgery
  - wilful self-inflicted injury
  - failure to seek or follow timely medical advice
  - hazardous pursuits, as defined and published by the Society
  - AIDS, HIV positive cases and sexually transmitted diseases
  - Active participation in any criminal act
  - Attempted suicide, whether or not the Member was sane at the time.
9. Whenever requested by the Society, a Member in receipt of Sickness Benefit shall sign:
  - (a) a written authority so that the Society can obtain a medical report from the Member's Doctor as to such continued illness and any past illness, whether or not this was of a similar nature;
  - (b) shall permit a Society's Representative to visit and interview him at all reasonable times;
  - (c) shall not follow any occupation other than such as may be of a rehabilitative character and not for remuneration.
10. No Member shall be entitled to receive Sickness Benefit unless all premiums and arrears due to the Society have been paid. Premiums must continue to be paid regularly while a Member is in receipt of Sickness Benefit. Should his premiums fall more than 7 days' in arrears whilst he is in receipt of Sickness Benefit, the amount outstanding will be deducted from the amount due to him.
11. Should any Member in receipt of full Sickness Benefit submit a claim within three months of the expiry of a previous claim for a related illness, the second illness shall be taken as a continuation of the former illness, and the period of this illness shall be brought forward to the new claim.
12. Should any Member in receipt of half Sickness Benefit submit a claim within nine months of the expiry of a previous claim for a related illness, the second illness shall be taken as a continuation of the former illness, and the period of this illness shall be brought forward to the new claim.
13. Should any Member in receipt of reduced Sickness Benefit submit a claim within twelve months of the expiry of a previous claim for a related illness, the second illness shall be taken as a continuation of the former illness, and the period of this illness shall be brought forward to the new claim.

14. Any Member omitting to submit a claim with a view to obtaining a higher amount of benefit than he would otherwise have been entitled to, shall only be entitled to Sickness Benefit at a rate due to him at the time when he should have submitted his claim.
15. Any Member who is incapable of work as a result of permanent disability, which has been confirmed by his own Doctor, and is on full or half Sickness Benefit, may, if there is no hope of recovery, be allowed to take any Employment that may assist him to earn a living, and receive Sickness Benefit at the reduced rate.
16. Where a Member is admitted as an inmate of a mental hospital, and has no spouse or children dependent on him for maintenance, the Society may pay Sickness Benefit to the person legally responsible for his affairs. After 26 weeks, the Board may, at their discretion, or if application is made for such payment, pay the Member's Capital Account to such person as is entitled to it. After such payment the Society shall not be liable to pay any further benefits and the Membership of such person shall at once terminate.
17. Any Member receiving reduced pay may, at the discretion of the Board, be given the option to terminate his Membership without forfeiture. At the discretion of the Board an additional payment may be made from the Holloway Fund for the termination of Membership.
18. A Member who is receiving Sickness Benefit may apply to the Board for a lump sum payment to be used in or towards the cost of a specified medical operation that in the opinion of the Member's Doctor will lead to a faster recovery. The Board shall decide what, if any, contribution shall be made from the Holloway Fund after consultation with the Society's Medical Adviser.
19. The Board, at their discretion, will consider claims for sickness benefit from Members temporarily resident or legitimately travelling outside the UK on their company's business on production of a medical certificate and any supplementary evidence which may be required from their employers. This also applies to Members who may wish to take a holiday abroad during their claim for Sickness Benefit.
20. In view of his non-entitlement to Sickness Benefit, a Member permanently resident outside the UK shall commute his Membership in accordance with the provisions made for a retiring Member under the terms of paragraph 1.3 of the Schedule to the Rules except that, should he withdraw his funds before the age of 60, such withdrawal shall be subject to the penalty referred to in paragraph 2 of Part E Section (e). On returning to the U.K. an Overseas Commuted Member who is under the age of 60 shall revert to full membership shall terminate in accordance with paragraph 2 of Part E - Options at Age 60, Section (e) - Termination of Membership.
21. No Member shall change to a higher Unit holding if he has made a claim for Sickness Benefit for a period exceeding four weeks during the 18 months preceding the application for increase, except at the discretion of the Board.
22. The Sickness Benefit to which a Member may be entitled during the three months after any increase in his Units shall be calculated according to the scale applicable to his Units immediately before such increase.



23. If prior to the age of 18 a Member's sickness record is considered to be excessive, the Board reserves the right to discontinue Membership after that age. Such Member shall be paid his Capital Account without penalty.
24. Automatic Increase Option – (see Part B Section 11 (c))

## **PART E – OPTIONS AT AGE 60**

### **(a) Activities of Daily Living Definition**

Members aged 60 and over may claim Cash Benefits and Service Benefits based on the Activities of Daily Living Criteria. Activities of Daily Living refers to certain basic daily tasks necessary to maintain a Member's health and safety.

A Member will be considered unable to perform one Activity of Daily Living if he:

- i) is not able to perform the activity on most occasions he is required to perform it, and
- ii) requires the constant physical assistance of another person to perform the activity when they are unable to perform it on their own.

A Member will be considered unable to perform two Activities of Daily Living if he, in addition to i) and ii) above:

- iii) is not able to perform the activity even with the use of Special Equipment, devices or modified clothing if appropriate.

This inability to perform an Activity of Daily Living must be such that the Member must have continuously been unable to undertake the Activity over a period of at least four consecutive weeks and where the Member's health, in the opinion of the Society, is not expected to recover sufficiently to allow the Member to perform the Activity without help in the future.

In these Tables, Activities of Daily Living refers to the activities described below:

- a) Washing means the ability to get into or out of the bath or shower and, while in there, to wash.
- b) Feeding means the ability to feed oneself when food and drink has been prepared and made available.
- c) Dressing means the ability to put on, take off, fasten and unfasten all necessary clothing and, as appropriate, any braces, artificial limbs or any other surgical appliances.
- d) Mobility means the ability to move from one room to another on level surfaces in ones normal place of residence.
- e) Transferring means the ability to get on and off the toilet or commode and from an upright dining room chair, or wheelchair if used, into a bed of similar height, and vice versa.
- f) Continence means the ability to manage bowel or bladder function, using protective undergarments or surgical appliances if appropriate, such that a reasonable level of hygiene can be maintained.

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**(b) Main Benefits and Exclusions****1. Entitlement to Benefits**

Entitlement to the Benefits is subject to all of the conditions contained in these Tables, any endorsements attaching to it and to the definitions contained in Part (a).

The Service Benefits and the Cash Benefits are provided by the Society.

The Health Assessment is provided as the initial part of the claim process and the production of the Care Plan will be completed following this assessment.

Once the full 100% of the Cash Benefits has been paid, no further Cash Benefits will be payable and normal monthly premiums will cease. At this point the plan will either revert to Commuted status with a set level of contribution payable, or the Member can elect to take the capital sum without penalty.

**2. Service Benefits****2.1 Health Assessment Service**

A Health Assessment of the Member's needs, undertaken in the Member's own home by an appropriately qualified nurse. Entitlement to the Health Assessment will be confirmed by the Case Manager who will act as the focal point for all queries. The Case Manager will carry out an initial telephone screen to ascertain whether the Member requires the physical assistance of another person to do one or more of the Activities of Daily Living, defined in Part (a), or if the Member has been diagnosed as suffering from Dementia.

**2.2 Tailored Care Plan**

After the Health Assessment has been completed, the Member will receive an individually tailored Care Plan containing recommendations on the products and Services most appropriate to the Member's needs and advice on how those products and Services might be located. The Case Manager will also provide guidance on what state benefits may be available and how to apply for these.

**2.3 Helpline Information Service**

The Helpline Information Service Benefit will be provided by the Society's Case Managers.

**3. Cash Benefits (First and Second Sum Assured) and when payable**

In the event that the Member is unable to perform one or more of the Activities of Daily Living as defined in Part (a) and, following a Health Assessment, this condition is subsequently confirmed by the Society, then the following Benefits will become due, subject to any specific condition set out in the relevant paragraph below:

**3.1 First Sum Assured Benefit**

Where the Member is unable to perform one Activity of Daily Living, 10% of the Cash Benefits will be payable provided the Member survives a period of 30 days following the initial Health Assessment.

**3.2 First and Second Sum Assured Benefit**

Where the Member is unable to perform two or more Activities of Daily Living, the First and Second Sum Assured will be payable provided the Member survives a period of 30 days following the initial Health Assessment.

### 3.3 Second Sum Assured Benefit

Where the First Sum Assured has previously been paid and the Member as a result of a further Health Assessment and as confirmed by the Society, is deemed unable to perform a further two or more Activities of Daily Living, the remaining 90% of the Cash Benefits will be payable, provided the Member survives 30 days following that Health Assessment.

The Society will consider treating the failure to perform the Activity of Daily Living for which the First Sum Assured has been paid as one of the two Activities of Daily Living in respect of which payment of the Second Sum Assured is payable, only if it can be shown to the satisfaction of the Society that there has been a substantive change in the Member's state of health resulting in a significant additional impairment in that Activity of Daily Living such that, even with the use of Special Equipment, devices or modified clothing, the Member is unable to perform that Activity of Daily Living. The Society reserves the right to commission further Health Assessments where appropriate.

## 4. Claim Procedure

In the event that the Member believes that he is no longer able to undertake one or more of the Activities of Daily Living without help, or if he is suffering from Dementia, the Member or the Member's personal representative, if appropriate, should contact the Society's Head Office. The call will be allocated to a Case Manager who will carry out an initial telephone screen to ascertain whether the Member requires the physical assistance of another person to do one or more of the Activities of Daily Living, defined in Part (a), or if the Member has been diagnosed as suffering from Dementia.

If the initial telephone screen confirms that the Member appears to need help with one or more Activities of Daily Living, a Case Manager will arrange for the Health Assessment to be undertaken. On completion of the Health Assessment by a qualified nurse and subsequent confirmation by the Society that the Member is unable to perform one or more of the Activities of Daily Living without help, the Cash Lump Sum, either the First or Second Sum Assured or both, will become payable if all the other conditions in these Tables have been met.

## 5. Exclusions

Cash Benefits will not be payable in the following circumstances:

- As a result of an Acute condition that results in the temporary inability to perform one or more of the Activities of Daily Living;
- If, in the two year period preceding commencement of cover, the Member has been advised to attend any hospital or clinic for any form of advice, treatment, test or investigation for a condition that is the cause of the Member's inability to perform one or more of the Activities of Daily Living.
- Where the Member had a carer at the time the Plan was effected or had in the preceding two years prior to the Commencement Date experienced any difficulty or required any form of supervision or assistance with: (i) getting dressed and undressed; (ii) walking, climbing stairs or getting in or out of a bed or chair, washing, bathing or showering; (iii) preparing or eating meals; (iv) using the toilet.
- As a result of a pre-existing condition. Where in the two years preceding the Commencement Date of the Plan the Member suffered from or had been diagnosed with a stroke, heart failure, cancer, high blood pressure (where three or more types of medication, drugs or treatment are being taken), arthritis, Muscular Dystrophy or any neurological disease including Alzheimer's Disease, Parkinson's Disease, Multiple Sclerosis, Motor Neurone Disease, Myalgic Encephalomyelitis or Dementia.

In addition, benefit will not be due under the Plan where the inability to perform one of the Activities of Daily Living arises, directly or indirectly, as a result of the following:

- Alcohol, drug or substance abuse or dependency and/or medical conditions directly or indirectly arising from such abuse or dependency.
- AIDS, HIV positive cases and sexually transmitted diseases.
- Self inflicted injury or disability, including participating in any criminal or illegal act.
- Surgical procedure.
- Unreasonable failure to follow or seek medical advice which has led to the onset or deterioration in the Member's condition.
- War, nuclear or chemical contamination, invasions, hostilities.

**(c) Overseas Resident – temporary**

Should any Member be temporarily resident outside the UK at the time of a claim for Cash Benefits, they shall return to the United Kingdom for the home Health Assessment or cover the total expenses of the visit of the Society's Representative to their overseas home.

**(d) Commuted Membership**

1. Any Member at the age of 60, or who takes Retirement prior to the age of 60 and/or is in receipt of the state pension may, if he so desires, become a Commuted Member in accordance with paragraph 1.3 of the Schedule to the Rules.
2. Should any Commuted Member wish to withdraw the whole of his funds, he shall give, in writing, a full calendar month's notice.
3. Any Commuted Member under the age of 60 can apply to revert to full membership, providing that he is returning from overseas, or to Employment from retirement.
4. Overseas Commuted Membership – See Part D Section 20

**(e) Termination of Membership**

1. At the age of 60 years, a Member may, if he so desires, terminate his Membership, and be paid the whole amount standing to his Capital Account without penalty. Spouses of any Members making use of the provisions of the previous sentence may, at their discretion, also terminate their own Membership, without penalty.
2. Any Member, other than a Commuted Member, wishing to withdraw his funds shall give 14 days notice in writing to the Registered Office. The amount standing to his Capital Account will then be paid to him as follows: During the first 10 years of membership a penalty will be imposed which is equal to the last two years Apportionment on Units held; after 10 years membership a penalty will be imposed which is equal to the preceding year's Apportionment on Units held; after 10 years membership and within five years of maturity of the policy, a penalty will be imposed which is equal to the preceding six months Apportionment on Units held. At this stage his Membership shall then be terminated.
3. Upon termination of a Member's Membership of the Society under Rule 4.2 the Member shall forfeit an amount in accordance with item 2.
4. Any Member who is in receipt of Sickness Benefit or whose claim for Sickness Benefit is under consideration shall not be permitted to terminate Membership and withdraw funds standing to his Capital Account in the books of the Society, without the consent of the Board.

## **PART F – APPLICATION AND APPORTIONMENT OF FUNDS**

1. Premiums and the allocated investment income in any Financial year shall be available:
  - a) first, to meet such proportion of management expenses as the Board decide after taking advice from the Appointed Actuary.
  - b) secondly, in payment of Holloway Benefits; and
  - c) thirdly, in establishing such reserves for future Sickness Benefit and other benefits as the Board shall decide on the recommendation of the Appointed Actuary.
2. The balance of such monies remaining at the end of the Financial Year shall, at the discretion of the Board, on the advice of the With-Profits Actuary, be distributed by way of Apportionment and/or credited to the Fund for Future Appropriations.

**Apportionment** – The balance of monies referred to above may be distributed as Apportionment to Century Members in proportion to the number of Units held by each Century Member. The rate of the Apportionment shall be determined by the Board after taking actuarial advice. Members shall begin to accumulate Apportionment from the first month of membership and an account shall be opened in the books of the Society for each Century Member, to which shall be credited the Apportionment, together with any Interest.

**Interest** – This may be credited to each Century Member of not less than two years' standing calculated upon his Capital Account at the end of the previous Financial Year. No Interest shall at any time be credited upon sums which have not remained in the hands of the Society for the whole of the previous Financial Year. The rate of Interest shall be determined by the Board after taking actuarial advice. Members will be notified of the Interest rate that has been declared although, in exceptional circumstances, this may be amended at any time.

**Fund for Future Appropriations** – This is available to:

- (i) Cover the amount of regulatory capital requirements required from time to time.
- (ii) Invest in future projects at the discretion of the Board for the benefits for the Society and all its Members. Pending investment in such projects the Board may invest the Fund for Future Appropriations in accordance with the Rules of the Society and may also release monies from the Fund for Future Appropriations for distribution to all Members if it thinks fit (having taken actuarial advice).

## **PART G – WITHDRAWAL OF FUNDS**

1. Any Member suffering or whose spouse or dependent child under the age of 18 is suffering from an illness which necessitates an operation or special treatment which is advised by his Doctor, and thereby incurring exceptional expenditure, may apply to the Board to withdraw a sum from his Capital Account (not exceeding £1200) always providing a Member shall not reduce his Capital Account below an amount in accordance with Part E – Options at Age 60, section (e) item 2 and also subject to satisfactory medical evidence of the necessity for such operation or special treatment having been submitted to, and approved by, the Board.
2. Any Member may apply to withdraw up to £1200 from his Capital Account without penalty for any optical, dental, surgical, medical appliance or treatment, providing the amount requested does not reduce his Capital Account below an amount in accordance with Part E – Options at Age 60, section (e) item 2.
3. From the age of 16, a Century Member may apply to withdraw up to £1200 from his Capital Account without penalty in order to pay for items required in respect of his continued education at college or university, providing the amount requested does not reduce his Capital Account below an amount equal to the Apportionment declared on the Units held for the previous two years.
4. From the age of 18, a Century Member may apply to withdraw up to £1200 from his Capital Account without penalty in order to pay for costs related to the birth or adoption of a child, pay for costs related to a family bereavement or pay for costs related to the purchase of a home, providing the amount requested does not reduce his Capital Account below an amount equal to the Apportionment declared on the Units held for the previous two years.
5. Any Member other than a Commuted Member, wishing to withdraw his funds may at the discretion of the Board retain his Membership, and continue his Premiums and be eligible for Sickness Benefit after a period of three months.
6. From the age of 21, a Member may apply to withdraw any of his funds from the Society in order to repay any student loans or related debts, subject to the satisfactory completion of the Society's prescribed forms. Such funds will be paid without penalty, and Membership will be allowed to continue if the Member so desires.
7. If a Member with a mortgage or loan falls into arrears with repayments, the Board may deduct such arrears from the Member's Capital Account. A penalty may also be imposed to be determined by the Board.
8. If a person, not being a Member, shall falsely procure any document, and shall by reason thereof receive any payment from the Society, neither the Society nor any Officer shall be liable to the true owner, unless notice of the loss of any document shall have been previously given to the Chief Executive.
9. The Society reserves the right to refuse any payment to a Member whose Premiums are in arrears. If any payment is made, the arrears may be deducted from the Member's Capital Account.

## **PART H – LOYALTY BONUS**

The Board may, at its discretion, and after taking actuarial advice, declare a loyalty bonus to Members. Before declaring any loyalty bonus the Board shall undertake a revaluation of the Holloway Fund, as at the end of the previous Financial Year, and any bonus shall be expressed as a percentage calculated by reference to any surplus in the Holloway Fund following the revaluation which the Board has determined should be distributed, and by reference to the total of Members' Capital Accounts at the same date.

## **PART I – PROCEEDINGS ON DEATH**

1. Upon the death of a Member, notification must be sent to the Registered Office within fourteen days. If notification is not given within twelve months the Society has the right to retain the Member's Capital Account for the benefit of all Holloway Members as a whole.
2. Where a Nomination has been registered, the amount nominated will be paid to the deceased Member's Nominee, on production of the death certificate. The balance standing in the Member's Capital Account will then be paid on production of the relevant legal documents.
3. Where no Nomination has been registered, the amount standing in the Member's Capital Account will be paid on production of the relevant legal documents.
4. At the discretion of the Board, Interest at the declared rate will be added from the date of death to the date full payment is made under Nomination or Probate is granted. In addition, Apportionment and Loyalty Bonus shall be paid in accordance with the declared rates.
5. The Society will deduct any sum owing by way of mortgage, loan or premium arrears, before payment is made.
6. If a Notice of Charge exists, then the amount involved will not be paid to the deceased Member's legal representatives.
7. Where it is established there is no legal claimant to any sum payable at the death of a Holloway Member, then such sum shall be retained in the Holloway Fund for the benefit of the other Holloway Members as a whole.
8. No sum shall be paid out unless and until the required evidence of death and title as required by the Board has been forwarded to the Registered Office.

## **PART J - EXCLUSION FROM MEMBERSHIP**

Every Member whose premiums are four or more months' in arrears shall have their arrears, plus premiums for the remainder of that calendar year, paid from their Capital Account. If there are insufficient funds in their Capital Account at that time the member is considered to have terminated their membership.

## **PART K – COMPLAINTS**

Any Member who wishes to make a complaint regarding the Century Plan, should contact the Society's Head Office in accordance with the terms of the BBfS Complaints Procedures.



## PART L – CONTRIBUTIONS AND BENEFITS

### (a) Century Plan

All Applicants for Membership must be under the age of 60

Premiums for Century Plan - Males					
Age Band	Cost per Unit Day One	4 Week Deferred (15% discount)	8 Week Deferred (20% discount)	13 Week Deferred (22% discount)	26 Week Deferred (25% discount)
0 – 4	15p	N/A	N/A	N/A	N/A
5th birthday – 37	16p	13.6p	12.8p	12.48p	12p
38 – 45	17p	14.45p	13.6p	13.26p	12.75p
46 – 49	18p	15.30p	14.4p	14.04p	13.5p
50 – 52	19p	16.15p	15.2p	14.82p	14.25p
53 – 54	20p	17p	16p	15.6p	15p
55 – 56	21p	17.85p	16.8p	16.38p	15.75p
57 – 58	22p	18.70p	17.60p	17.16p	16.50p
59	23p	19.55p	18.40p	17.94p	17.25p
60	24p	20.40p	19.20p	18.72p	18.00p
Commuted Rate 60 yrs+	15p	N/A	N/A	N/A	N/A

Premiums for Century Plan - Females					
Age Band	Cost Per Unit Day One	4 Week Deferred (15% discount)	8 Week Deferred (20% discount)	13 Week Deferred (22% discount)	26 Week Deferred (25% discount)
0 – 4	15p	N/A	N/A	N/A	N/A
5th birthday – 36	17p	14.45p	13.6p	13.26p	12.75p
37 – 42	18p	15.30p	14.4p	14.04p	13.5p
43 – 47	19p	16.15p	15.2p	14.82p	14.25p
48 – 49	20p	17p	16p	15.6p	15p
50 – 52	21p	17.85p	16.8p	16.38p	15.75p
53	22p	18.70p	17.60p	17.16p	16.50p
54 – 55	23p	19.55p	18.40p	17.94p	17.25p
56	24p	20.44p	19.20p	18.72p	18p
57 – 58	25p	21.25p	20p	19.50p	18.75p
59	26p	22.10p	20.80p	20.28p	19.50p
60	27p	22.95p	21.60p	21.06p	20.25p
Commuted Rate 60 yrs+	15p	N/A	N/A	N/A	N/A



<b>Weekly Sickness Benefit</b>						
<b>Sick Pay Scale</b>	<b>100 Units</b>	<b>300 Units</b>	<b>500 Units</b>	<b>700 Units</b>	<b>800 Units</b>	<b>1000 Units</b>
Full Pay	£60.00	£180.00	£300.00	£420.00	£540.00	£600.00
Half Pay	£30.00	£90.00	£150.00	£210.00	£270.00	£300.00
Reduced Pay	£18.00	£54.00	£90.00	£126.00	£162.00	£180.00

The above figures are what Century Plan Members will receive when ill or after an accident (payable from age 5).

The Premium rates are reviewable by the Board and may be amended in accordance with paragraph 22 of the Schedule to the Rules.

	<b>Day One Sickness Benefit Payments</b>
Full Pay	Payable from day one of illness, for 26 weeks, at 60p per Unit.
Half Pay	Payable from week 27, for 26 weeks, at 30p per Unit.
Reduced Pay	Payable from week 53, until recovery or age 60 at 18p per Unit

	<b>4 Week Deferred Sickness Benefit Payments</b>
Full Pay	Payable from week 5 of illness, for 26 weeks, at 60p per Unit.
Half Pay	Payable from week 31, for 26 weeks, at 30p per Unit
Reduced Pay	Payable from week 57, until recovery or age 60 at 18p per Unit

	<b>8 Week Deferred Sickness Benefit Payments</b>
Full Pay	Payable from week 9 of illness, for 26 weeks, at 60p per Unit.
Half Pay	Payable from week 35, for 26 weeks at 30p per Unit.
Reduced Pay	Payable from week 61, until recovery or age 60 at 18p per Unit.

	<b>13 Week Deferred Sickness Benefit Payments</b>
Full Pay	Payable from week 14 of illness, for 26 weeks, at 60p per Unit.
Half Pay	Payable from week 40, for 26 weeks at 30p per Unit.
Reduced Pay	Payable from week 66, until recovery or age 60 at 18p per Unit.

	<b>26 Week Deferred Sickness Benefit Payments</b>
Full Pay	Payable from week 27 of illness, for 26 weeks, at 60p per Unit.
Half Pay	Payable from week 53, for 26 weeks at 30p per Unit.
Reduced Pay	Payable from week 79, until recovery or age 60 at 18p per Unit.

## (b) Century Cash Plan

All Applicants must be age 60 and over

<b>Premiums for Century Plan - Males</b>	
<b>Monthly Premium per Unit - Male</b>	
<b>Benefit per Unit - £50</b>	
Age	Cost Per Unit
60	23p
61	24p
62	24p
63	25p
64	26p
65	26p
66	27p
67	28p
68	29p
69	30p
70	31p
71	32p
72	34p
73	35p
74	37p
75	39p

<b>Premiums for Century Plan - Females</b>	
<b>Monthly Premium per Unit - Male</b>	
<b>Benefit per Unit - £50</b>	
Age	Cost Per Unit
60	23p
61	23p
62	24p
63	25p
64	25p
65	26p
66	27p
67	28p
68	29p
69	30p
70	31p
71	33p
72	34p
73	36p
74	38p
75	40p

The Premium rates are reviewable by the Board and may be amended in accordance with paragraph 4 of the Schedule to the Rules.

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