

# CENTURY TABLES

For Members who joined the Society from 1 June 2015

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## 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.co.uk](mailto:enquiries@britishfriendly.co.uk).

## 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.

<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>Board</b>	The Board of Directors of the Society.
<b>Commutated Member</b>	A Member not entitled to receive Sickness Benefit.
<b>Doctor</b>	A duly qualified and registered general practitioner or consultant.
<b>Employment</b>	Carrying on a trade, profession, occupation, vocation or other work.
<b>Financial Year</b>	1 January to 31 December.
<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 18th birthday.
<b>Member's Capital Account</b>	The amount standing to the credit of a Member in the books of the Society from time to time.
<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>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>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>Units/Unit holding</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, or may be downloaded from the Society's website.
2. A person, who has not passed his sixtieth birthday, shall be eligible to apply for admission to the Century 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 Society 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 Society 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 Society 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 Society, a Member may decrease his number of Units.
10. With the approval of the Society, a Member who has not passed his 60th 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. At the discretion of the Society, 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 when required, which is obtainable from the Registered Office, or may be downloaded from the Society's website. 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 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 its 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. 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:
  - (a) sign 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) permit a Society's Representative to visit and interview him at all reasonable times;
  - (c) 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 Society may, at its 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 Society, be given the option to terminate his Membership without forfeiture. At the discretion of the Society 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 Society 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 Society shall decide what, if any, contribution shall be made from the Holloway Fund after consultation with the Society's Medical Adviser and Actuary.
19. The Society, at its 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 Part G paragraph 1. On returning to the UK an Overseas Commuted Member who is under the age of 60 shall revert to full membership, subject to Underwriting. In the event that Underwriting results in non-acceptance to full membership, the membership shall terminate in accordance with Part G paragraph 1.
21. Sickness Benefit will be payable at the increased rate immediately following any increase in Unit holding.
22. If prior to the age of 18 a Member's sickness record is considered to be excessive, the Society reserves the right to discontinue Membership after that age. Such Member shall be paid his Capital Account without penalty.
23. Automatic Increase Option – (see Part B Section 11).

## **PART E – OPTIONS AT AGE 60**

### **a) Commuted Membership**

1. Any Member at the age of 60, or who takes Retirement prior to the age of 60, 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

### **b) Termination of Membership**

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.

## **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 With-Profits 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 With-Profits 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.
  - a) **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. Century 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.
  - b) **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.
  - c) **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 of 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, 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.
2. Upon termination of a Member's Membership of the Society under Rule 4.2 the Member shall forfeit an amount in accordance with Section 1.
3. 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, without the consent of the Society.
4. 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 Society 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 Section 1, and also subject to satisfactory medical evidence of the necessity for such operation or special treatment having been submitted to, and approved by, the Society.
5. 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 Section 1.
6. 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 in accordance with Section 1.
7. 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.
8. Any Member other than a Commuted Member, wishing to withdraw his funds may at the discretion of the Society retain his Membership, and continue his Premiums and be eligible for Sickness Benefit.
9. 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.

10. If a Member with a mortgage or loan falls into arrears with repayments, the Society may deduct such arrears from the Member's Capital Account. A penalty may also be imposed to be determined by the Society.
11. 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 Society.
12. 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 Society, 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 Society 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 Society's Complaints Procedures.

## PART L - CONTRIBUTIONS AND BENEFITS

All Applicants for Membership must be under the age of 60

<b>Premiums for Century Plan</b>					
<b>Age Band</b>	<b>Cost Per Unit Day One</b>	<b>4 Week Deferred (15% discount)</b>	<b>8 Week Deferred (20% discount)</b>	<b>13 Week Deferred (22% discount)</b>	<b>26 Week Deferred (25% discount)</b>
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	20.40p	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>900 Units</b>	<b>1,000 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 Society and may be amended in accordance with section 4 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.

**NOTES**

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