

LAWPRO PROFESSIONAL LIABILITY INSURANCE

PREMIUM PAYMENT AUTHORIZATION FORM



Do not complete this form if paying by credit card

For your credit card security, LAWPRO is unable to accept credit card information verbally or in written form. Please log into your MyLAWPRO account at lawpro.ca to enter your credit card details for your insurance premium.

Pre-authorized Financial Institution Account Withdrawals

Please note that if changes are to be made to the payment information or instalment payment option currently on file, LAWPRO must be advised in writing of such changes or any cancellation of payment at least ten (10) days prior to any payment date. If written notice is not received at least ten (10) days prior, premium payments will be processed using the payment information currently on file.

I. Type of Premiums

- Indicate the type of premiums applicable to the APPLICANT(S) (LAWYER[S], PARALEGAL PARTNER[S] OR SHAREHOLDER[S] and/or LAW FIRM) named below to which this payment authorization form is to apply. Choose all that apply.
- ☐ (“PL”) Professional Liability insurance premiums payable by LAWYERS under the Law Society of Ontario program, including: the base premium; any Innocent Party Sublimit Buy-Up; Real Estate Practice Coverage Option premium; Intellectual Property Business Coverage; Claims History Levy Surcharge premium; but **excluding** any transaction levy surcharges and Excess Insurance Coverage premium; and Increased Run-Off Coverage premium.
- ☐ (“EL”) Excess Liability insurance premiums payable for this optional insurance coverage for the LAW FIRM.
- ☐ (“IROP”) Increased Run-Off Protection insurance premiums payable for this optional insurance coverage for the LAWYER.
- ☐ (“TL”) Transaction Levies – the real estate and civil litigation transaction levy surcharge component of the professional liability insurance premium.

2. Instalment Plan

Choose one instalment plan for each type of premium payment chosen above.

PL	EL	TL	IROP	
☐	☐	☐	☐	Annual instalment (single payment each year)
		☐		Quarterly (TL are payable each year on a quarterly basis only, on the last day of the month following each quarter, i.e. of every April, July, October and January)
☐	☐			Monthly (payable each year on the 15 th of every month)
		☐		Lump Sum (single one-time payment for the full multi-year term of the policy)

3. Method of Payment

Pre-authorized bank account withdrawal

Name of bank/trust company/credit union or other financial institution: _____

Name of account holder “payor” (print): _____

Attach a cheque marked “void” from the account from which the funds should be withdrawn.

4. Payment Authorization

- When submitting an application for LAWPRO coverage, the party authorizing the payment (the “Payor”) agrees to the following terms and conditions:
- To authorize Lawyer’s Professional Indemnity Company (LAWPRO) to charge against the designated credit card or withdraw from the account and financial institution indicated on the account information provided, amounts payable under the applicable Payment Type in Canadian funds (including taxes). “Payment Type” includes all premiums, transaction levies, deductibles, and other amounts the insured has agreed to pay. LAWPRO does not charge for this service, but the designated financial institution or credit card company may.
 - This authorization will apply to all amounts currently outstanding for which the Payor has assumed responsibility to pay and all future amounts payable under the applicable Payment Type, unless it is changed or revoked. The Payor agrees to notify LAWPRO in writing of any changes at least ten days prior to any payment date. To obtain a sample cancellation form, or for more information on the right to cancel a pre-authorized debit authorization, contact your financial institution or visit www.payments.ca. Where a pre-authorized debit (PAD) is selected, LAWPRO will provide the Payor with any advance notice of the amount and timing of a debit required under the applicable PAD arrangement before withdrawing funds from the designated bank account. You have certain recourse rights if any debit does not comply with this agreement (ex. reimbursement for debits that are not authorized or are not consistent with the PAD arrangement).
 - The bank account or credit card will be in good standing, with sufficient funds or available credit to cover the payments as they become due.
 - All payments will be drawn on Canadian credit cards or financial institutions.
 - The Payor consents to the collection, use, and disclosure of their personal information by LAWPRO as required for the administration of this authorization, including disclosure to the individuals and entities referenced in this authorization form and to the financial institutions involved in processing payments under this authorization in connection with this authorization; the Payor confirms that they are authorized to provide that information to LAWPRO for these purposes.
 - The Payor acknowledges that when an instalment plan is selected and an instalment does not clear their financial institution, and that instalment is still not paid by the time the next instalment is scheduled, that instalment may be debited/charged along with the then current instalment payment. If three consecutive instalment dates pass without a successful debit/charge, LAWPRO may cancel further debit/charge attempts and the full balance outstanding will be immediately payable.

Name of Payor (who may be different than the APPLICANT[S]) (print) _____

Signature _____ Date (mm/dd/yyyy) _____/_____/_____

Name and Law Society number of APPLICANT(S) (LAWYER[S], PARALEGAL PARTNER[S] OR SHAREHOLDER[S] or LAW FIRM) to whom this payment authorization applies.

Name	Law Society #
_____	_____
_____	_____
_____	_____
_____	_____

Reminder: Attach a copy of an unsigned cheque marked “void” if paying by pre-authorized financial institution account payment.

For more information, please contact LAWPRO Customer Service at 416-598-5899 or 1-800-410-1013; by fax at 416-599-8341 or 1-800-286-7639; or by email at service@lawpro.ca.