Insurance premium tax. Exemption form.

How does it affect your Bupa subscriptions?

Do you know that the subscriptions you pay include Insurance Premium Tax (IPT) unless your policy is exempt because it is for your Channel Island or Isle of Man offices/employees?

For the purposes of Bupa's UK health insurance and dental insurance products for company groups, the question of whether your business is IPT exempt will depend on whether your business (and the employees covered by your policy) is based in the Channel Islands or the Isle of Man, as IPT is payable for all other parts of the UK.

Are your premiums exempt?

They may be, if the business address associated with your policy is in the Channel Islands or Isle of Man, and/or at least some of the employees are working there. Before we apply any exemption to which you may be entitled, we need confirmation that some or all the employees covered by this policy are working in the Channel Islands or Isle of Man.

If you think your premiums may be exempt, we ask you to complete the IPT exemption declaration form below, confirming that we can rely on the member address details provided as part of your policy application to determine whether all or part of your premium should be IPT exempt.

Please remember:

If IPT exemption has already been applied to the registrations on your business, **you must reconfirm your exemption annually at your renewal**, by returning the completed form below.

IPT exemption cannot be back-dated or applied to your membership mid-year, therefore you must apply for exemption when you join or renew your policy.

If we do not receive this form within six weeks of your start date/renewal date, IPT will be applied and exemption cannot be applied until the next renewal.

Bupa health insurance is provided by Bupa Insurance Limited. Registered in England and Wales No. 3956433. Bupa Insurance Limited is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Arranged and administered by Bupa Insurance Services Limited, which is authorised and regulated by the Financial Conduct Authority. Registered in England and Wales No. 3829851. Registered office: 1 Angel Court, London EC2R 7HJ

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IPT exemption declaration (please tick where appropriate)

Please complete and sign this form and return it in an envelope to: Bupa, Bupa Place, 102 The Quays, Salford M50 3SP

☐ I confirm all or some of the employees covered by this policy are employed in the Channel Islands or the Isle of Man, and Bupa can rely on the member addresses provided as part of the policy application.

Group name (BLOCK CAPITALS)

Group secretary name (BLOCK CAPITALS)

Bupa group number ☐☐☐☐☐☐☐☐☐☐☐

Work telephone number

Signature

Date ☐☐☐☐☐☐☐☐ D D M M Y Y Y Y