

## Agency Performance Analysis

Performed for:
Sample Agency*
Fiscal Year End:
December 31, 2022
Comparison Group:
2022 Best Practices Agencies-All

## BIG ${ }^{1}$ <br> BEST PRACTICES.

## 前REAGAN

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## RANKING OF KEY OPERATING METRICS

EXPLANATION OF RANKINGS: The ranking below is provided to show 27 of the most important operating metrics for the typical insurance agency or brokerage. We have provided a breakdown to highlight your best metrics (Top Scores), your lowest metrics (Bottom Scores), and the remaining metrics that fall in the middle for your firm. Each item is also compared to your peer group in the column titled "Rank." For example, "10\%-" suggests that your results are either in the bottom $10 \%$ or fall short of all of the firms in your peer comparison group. " $90 \%+$ " suggests that your results are in the top $10 \%$ of all the firms in your peer comparison group.

| Page |  | Your Firm's Top Scoring Key Operating Metrics: | Rank |
| :---: | :---: | :---: | :---: |
| $\sim$ | Page 11 | Pro Forma EBITDA Margin (Profitability) | * |
| ロ | Page 15 | Multi-line Producer - Average Book of Business | * |
| $\cup$ | Page 9 | Sales Velocity | * |
| $\bigcirc$ | Page 8 | Commercial P\&C Growth (Organic) | * |
| $\bigcirc$ | Page 15 | Commercial P\&C Producer - Average Book of Business | * |
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| Page | Key Operating Metric: | Rank |
| :---: | :--- | :---: |
| Page 8 | Group Medical Growth (Organic) | * |
| Page 15 | L/H/F Producer - Average Book of Business | * |
| Page 8 | Individual L/H/F Growth (Organic) | * |
| Page 11 | Pro Forma Operating Profit as \% of Net Revenues |  |
| Page 8 | Net Commissions \& Fees Growth (Organic) | * |
| Page 8 | Bonds/Surety Growth (Organic) | * |
| Page 13 | Current Ratio | * |
| Page 8 | Personal P\&C Growth (Organic) | * |
| Page 13 | \% of Receivables Aged Past 90 Days | * |
| Page 13 | Receivable to Payable Ratio |  |
| Page 14 | Pro Forma Revenue per Employee | * |
| Page 14 | Pro Forma Spread per Employee | * |
| Page 13 | Tangible Net Worth as \% of Net Revenues | * |


|  | Page | Your Firm's Bottom Scoring Key Operating Metrics: | Rank |
| :---: | :---: | :---: | :---: |
|  | Page 8 | All Other Group L\&H Growth (Organic) | * |
| $\sum$ | Page 15 | New Commissions Produced per Commercial P\&C Producer | * |
| ㅂ ↔ | Page 15 | New Commissions Produced per L/H/F Producer | * |
| $\begin{array}{ll} \bigcirc \\ \infty & \bar{r} \\ \bigcirc \end{array}$ | Page 15 | New Commissions Produced per Personal P\&C Producer | * |
| $\underset{\supset}{\underset{\supset}{\sim}}$ | Page 12 | Value Creation Calculation (Rule of 20) | * |
| $\stackrel{\circ}{7}$ | Page 16 | NUPP as \% of Net Revenue | * |
|  | Page 15 | New Commissions Produced per Multi-line Producer | * |



## Corporate Structure



## Number of Agency Locations

Your Firm:
$\square$

Comparison Group Average:
$\square$

## Regional Distribution



## Population Density of Home Office Metropolitan Area

Your Firm:
N/A


| $\square$ Less than 50,000 | $■ 50,000-250,000$ |
| :--- | :--- |
| $-250,000-1,000,000$ | More than $1,000,000$ |

## Branch / Subsidiary of Another Corporation*

Your Firm: $\quad$ \% of Comparison Group:


## OWNERSHIP PROFILE

Note that if your firm is a branch or subsidiary of another corporation, this section will not apply.

## Number of Shareholders

| Your Firm: |  | * |  |
| :---: | :---: | :---: | :---: |
| Comparison Group | 1.0 | 7.2 | 239.0 |
| Average: | Low |  | High |

Employee Stock Ownership Plans (ESOPs)


## No

If yes, what \% of your firm is owned by the ESOP?
vvnat percentage ot tirms in your comparison group have an FSOP?
5.7\%


## Acquisitions

| \% of Agencies Making Acquisitions in the Last Fiscal Year: | $22.3 \%$ |
| :--- | :--- |
| Your Firm: | Comparison Group: |
| $*$ | Average Annualized Commissions Acquired: |
| $\$ 5,596,923$ |  |

## REVENUES



This is a breakdown of commissions and fees listed under "All Other Group Life, Health, and Financial" revenues.

| Agency All Other Group L/H/F \% of Revenues: | Your Firm's All Other Group L/H/F Revenue |  | Your Firm's \% of All Other Group L/H/F Revenue | Comparison Group's \% of All Other Group L/H/F Revenue |
| :---: | :---: | :---: | :---: | :---: |
|  | Life | \#VALUE! | * | 20.1\% |
|  | Disability | \#VALUE! | * | 16.9\% |
| Your Firm | Dental \& Vision | \#VALUE! | * | 33.0\% |
| * | Retirement/Pension | \#VALUE! | * | 3.5\% |
|  | Worksite/Voluntary/Supp. | \#VALUE! | * | 9.8\% |
| Comparison Group | Long Term Care | \#VALUE! | * | 1.4\% |
| 2.4\% | Employee Benefits TPA | \#VALUE! | * | 2.2\% |
|  | All Other | \#VALUE! | * | 13.1\% |
|  | Total | \#VALUE! | 0.0\% | 100.0\% |

## Account Concentration

| Largest Single Account (\% of Net Revenue) |  |  |  |  | Ten Largest Accounts (\% of Net Revenue) |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Your Firm: |  |  | * | Your Firm: |  |  |  | * | 66.7\% High |
| Comparison Group <br> Average: |  | $\begin{aligned} & \text { 1.0\% } \\ & \text { Low } \end{aligned}$ | 3.9\% | $\begin{gathered} \text { 30.5\% } \\ \text { High } \end{gathered}$ | Comparison Group <br> Average: |  | $\begin{aligned} & \text { 1.2\% } \\ & \text { Low } \end{aligned}$ | $14.1 \%$ |  |
| Account Size |  |  |  |  |  |  |  |  |  |
| Commercial P\&C <br> as measured by commissions and fees |  |  | Your Firm | Grp Average | Group L/H/F <br> as measured by number of lives |  |  | Your Firm | Grp Average |
| Greater <br> than \$50K | \% of Book |  | * | 22.8\% | Over $100$ <br> Lives | \% of Book |  | * | 30.2\% |
|  | \# of Accounts |  | * | 33.7 |  | \# of Accounts |  | * | 36.6 |
|  | Total Revenue |  | * | \$5,080,997 |  | Total Revenue |  | * | \$2,288,639 |
|  | Revenue per Ac |  | * | \$103,967 |  | Revenue per Acc |  | * | \$40,278 |
| Between <br> \$25K and \$50K | \% of Book |  | * | 12.2\% | 50-100 <br> Lives | \% of Book |  | * | 16.7\% |
|  | \# of Accounts |  | * | 40.7 |  | \# of Accounts |  | * | 27.6 |
|  | Total Revenue |  | * | \$1,418,436 |  | Total Revenue |  | * | \$562,641 |
|  | Revenue per Ac |  | * | \$33,827 |  | Revenue per Acc |  | * | \$15,684 |
| Between <br> \$10K and $\$ 25 \mathrm{~K}$ | \% of Book |  | * | 16.3\% | \% of Book |  |  | * | 53.1\% |
|  | \# of Accounts |  | * | 105.0 | Under 50 Lives | \# of Accounts |  | * | 224.1 |
|  | Total Revenue |  | * | \$1,605,251 |  | Total Revenue |  | * | \$1,081,941 |
|  | Revenue per Ac |  | * | \$15,002 |  | Revenue per Acc |  | * | \$6,018 |
| Between \$5K and \$10K | \% of Book |  | * | 12.7\% |  |  |  |  |  |
|  | \# of Accounts |  | * | 126.2 |  |  |  |  |  |
|  | Total Revenue |  | * | \$901,246 | Note: Comparison Group Averages are based on the average for each individual line item and therefore may not validate when attempting to replicate calculations. |  |  |  |  |
|  | Revenue per Account |  | * | \$7,007 |  |  |  |  |  |  |
| \% of Book |  |  | * | 36.0\% |  |  |  |  |  |
| Less than \# of Accounts |  |  | * | 2,474.6 |  |  |  |  |  |
| \$5K | Total Revenue |  | * | \$1,881,588 |  |  |  |  |  |
|  | Revenue per Account |  | * | \$905 |  |  |  |  |  |



## REVENUE GROWTH



Growth in Commissions and Fees by Line of Business

|  | Your Firm |  | Comparison Group |  |
| :---: | :---: | :---: | :---: | :---: |
|  | Amount | \% Prior Year | Median | Top Quartile |
| Commercial P\&C |  |  |  |  |
| Renewal Business | * | * | 98.2\% | 115.5\% |
| New Business | * | * | 13.0\% | 40.0\% |
| Acquired Business | * | * | 0.0\% | 5.5\% |
| TOTAL GROWTH | * | * | 12.7\% | 26.8\% |
| ORGANIC GROWTH | * | * | 12.1\% | 25.8\% |
| Bonds/Surety |  |  |  |  |
| Renewal Business | * | * | 35.0\% | 128.7\% |
| New Business | * | * | 19.2\% | 137.1\% |
| Acquired Business | * | * | 0.0\% | 5.5\% |
| TOTAL GROWTH | * | * | 5.4\% | 53.9\% |
| ORGANIC GROWTH | * | * | 5.0\% | 52.5\% |
| Personal P\&C |  |  |  |  |
| Renewal Business | * | * | 92.7\% | 111.8\% |
| New Business | * | * | 10.5\% | 30.0\% |
| Acquired Business | * | * | 0.0\% | 8.5\% |
| TOTAL GROWTH | * | * | 5.1\% | 21.7\% |
| ORGANIC GROWTH | * | * | 4.0\% | 18.7\% |
| Group Medical |  |  |  |  |
| Renewal Business | * | * | 89.5\% | 153.0\% |
| New Business | * | * | 5.5\% | 40.4\% |
| Acquired Business | * | * | 0.0\% | 4.3\% |
| TOTAL GROWTH | * | * | 4.4\% | 24.7\% |
| ORGANIC GROWTH | * | * | 4.3\% | 24.6\% |
| All Other Group |  |  |  |  |
| Renewal Business | * | * | 0.0\% | 119.1\% |
| New Business | * | * | 0.0\% | 35.6\% |
| Acquired Business | * | * | 0.0\% | 1.0\% |
| TOTAL GROWTH | * | * | 2.5\% | 24.7\% |
| ORGANIC GROWTH | * | * | 3.3\% | 26.9\% |
| Individual L/H/F |  |  |  |  |
| Renewal Business | * | * | 34.2\% | 109.5\% |
| New Business | * | * | 21.6\% | 142.0\% |
| Acquired Business | * | * | 0.0\% | 1.6\% |
| TOTAL GROWTH | * | * | 1.9\% | 27.4\% |
| ORGANIC GROWTH | * | * | 1.9\% | 27.0\% |

[^0]
## Organic Growth in Net Commissions and Fees - Total Agency and by Line of Business



Note: Commercial P\&C includes Bonds/Surety; Group L/H/F includes Group Medical, All Other Group, and Individual L/H/F.

## Sales Velocity - Total Agency

What is the agency's new business contribution to organic growth?
Organic growth is the result of a combination of retention, pricing, and new business. Sales velocity, on the other hand, isolates the component of organic growth that an agency can most influence - new business. Is your sales engine strong enough to produce enough new business to hit your growth rates after the effects of customer attrition \& pricing changes?


## EXPENSES



[^1]

${ }^{1}$ Operating profit is pre-tax profit less contingent income and less bonus/override income.
${ }^{2}$ Pro Forma EBITDA excludes all administrative expenses (depreciation, amortization of intangibles, officer life, interest and other).


## AGENCY VALUE AND SHAREHOLDER RETURNS

## The Rule of 20

Agency value is driven by organic growth and profitability. The "Rule of 20 " provides a quick means of calculating whether or not an agency is creating significant returns for its shareholders. It is the sum of $1 / 2$ an agency's pro forma EBITDA margin plus its net organic commissions and fees growth rate. A score of 20 or more indicates excellent performance.

| Rule of 20 Results |  |  |  | Rule of 20 |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | 40.0 |  | 24.0 | 36.6 |
|  |  |  |  | 35.0 |  |  |  |
|  |  |  |  | 30.0 |  |  |  |
| Your Firm: |  | * |  | 25.0 |  |  |  |
|  |  |  |  | 20.0 |  |  |  |
|  |  |  |  | 15.0 |  |  |  |
| Comparison Group | -14.3 | 24.0 | 53.9 | 10.0 |  |  |  |
| Average: | Low |  | High | 5.0 | 0.0 |  |  |
|  |  |  |  |  | ur Firm | rison Group | Quartile |

## Rule of 20 Results in the Best Practices Study

The graph below provides a look at the Rule of 20 results for agencies included in the Best Practices Study. The solid black line represents all combinations of organic growth and EBITDA margin that result in a Rule of 20 score of 20 . The scatter plot shows the wide range of organic growth and profitability results in the study. Note: Firms whose results qualify them as statistical outliers have been set to have a minimum growth of $-10 \%$ and a maximum of $30 \%$, or a minimum profitability of $0 \%$ or maximum of $50 \%$. They appear on the graph line bordering the chart instead of plotting their actual results.


## FINANCIAL STABILITY AND DEBT METRICS

## Balance Sheet Metrics



## Debt Metrics

Note: metrics shown are only for firms that have debt and that have provided detailed data regarding their debt.

|  | Your Firm | Comparison Group |
| :---: | :---: | :---: |
|  | \% of All Loans by Source Type | \% of All Loans by Source Type |
| Loan / Obligation Source: |  |  |
| Community Bank | * | 41.8\% |
| Industry Lender | * | 6.5\% |
| Private Equity Lender | * | 6.3\% |
| Shareholder | * | 30.7\% |
| Other | * | 14.7\% |
| \% of Firms that have Identified Debt |  | 51.6\% |
| Average Total Debt | * | \$4,702,245 |
| Total Leverage (Total Debt / Pro Forma EBITDA) | * | $1.3 x$ |
| Average Effective Interest Rate | * | 4.2\% |
| Average Term (Years to Maturity) | * | 6.7 |



Note: only the Top 5 systems are shown; additional participant choices not reflected

## PRODUCTIVITY



## STAFFING

| Administrative Support Staff |  |  |
| :---: | :---: | :---: |
| HUMAN RESOURCES | Your Firm | \% Having in Comparison Group |
| Does Agency have HR Employees? | Yes | \#N/A |
| For Agencies with HR Employees: |  |  |
| Number of Employees | * | 1.5 |
| Payroll as \% of Net Revenue | * | 0.9\% |
| ACCOUNTING |  |  |
| Does Agency have Accounting Employees? | Yes | \#N/A |
| For Agencies with Accounting Employees: |  |  |
| Number of Employees | * | 2.9 |
| Payroll as \% of Net Revenue | * | 1.6\% |
| MARKETING EMPLOYEES |  |  |
| Does Agency have Marketing Employees? | Yes | \#N/A |
| For Agencies with Marketing Employees: |  |  |
| Number of Employees | * | 3.2 |
| Payroll as \% of Net Revenue | * | 1.6\% |

## Service and Sales Support Staff

* $L O B=$ Line of Business excluding contingent/override income


## PROPERTY \& CASUALTY

|  | Your Firm |  |  |  | Comparison Group |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Does your Agency have this Employee Type? | Number | Avg. LOB Revenue per Staff | Payroll as a \% of LOB Revenue | \% of Agencies Having this Employee Type | In Agencies that Have, Number of Employees | Avg. LOB Revenue per Staff | $\begin{gathered} \text { Payroll as a \% } \\ \text { of LOB } \\ \text { Revenue } \\ \hline \end{gathered}$ |
| Commercial | Yes | * | * | * | \#N/A | 24.2 | \$421,342 | 19.0\% |
| Personal | Yes | * | * | * | \#N/A | 8.6 | \$251,226 | 24.2\% |
| CL Claims | Yes | * | * | * | \#N/A | 3.0 | \$6,617,251 | 1.8\% |
| PL Claims | Yes | * | * | * | \#N/A | 0.8 | \$5,110,955 | 3.3\% |
| P\&C Value |  |  |  |  |  |  |  |  |
| Added Service Staff | Yes | * | * | * | \#N/A | * | * | * |

LIFE \& HEALTH/FINANCIAL

|  | Your Firm |  |  |  | Comparison Group |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Does your Agency have this Employee Type? | Number | Avg. LOB Revenue per Staff | Payroll as a \% of LOB Revenue | \% of Agencies Having this Employee Type | In Agencies that Have, Number of Employees | Avg. LOB Revenue per Staff | Payroll as a \% of LOB Revenue |
| Life \& Health/ Financial | Yes | * | * | * | \#N/A | 11.3 | \$392,736 | 20.0\% |
| L/H/F Value <br> Added Service <br> Staff | Yes | * | * | * | \#N/A | * | * | * |

## Support Staff Pay

This section provides payroll information for the service staff positions listed below (or your agency's equivalent position). Information is provided for dedicated employees only (those spending $100 \%$ of their time in this position) and includes total salaries, commissions and bonuses, but does not include payroll taxes or benefits. Note: TPA staff is excluded. For detailed definitions of these positions, please see pages 20 and 21 of this APA.

## Commercial Lines

Account Executive (AE)
Customer Service Representative (CSR)
Processor/Asst CSR
Marketing
Claims
Personal Lines
Account Executive (AE)
Customer Service Representative (CSR)
Processor/Asst CSR
Marketing
Claims
Group Life \& Health/Financial
Account Executive (AE)
Customer Service Representative (CSR)
Processor/Asst CSR
Marketing


| Comparison Group (Median Data) |  |  |
| :---: | :---: | :---: |
|  |  |  |
|  |  |  |
| Bottom Quartile | Average Pay | Top Quartile |
| \#N/A | \#N/A | \#N/A |
| \#N/A | \#N/A | \#N/A |
| \#N/A | \#N/A | \#N/A |
| \#N/A | \#N/A | \#N/A |
| \#N/A | \#N/A | \#N/A |
|  |  |  |
| Bottom Quartile | Average Pay | Top Quartile |
| \#N/A | \#N/A | \#N/A |
| \#N/A | \#N/A | \#N/A |
| \#N/A | \#N/A | \#N/A |
| \#N/A | \#N/A | \#N/A |
| \#N/A | \#N/A | \#N/A |
|  |  |  |
| Bottom Quartile | Average Pay | Top Quartile |
| \#N/A | \#N/A | \#N/A |
| \#N/A | \#N/A | \#N/A |
| \#N/A | \#N/A | \#N/A |
| \#N/A | \#N/A | \#N/A |

## PRODUCER METRICS

Validated Producers

Commercial P\&C

|  |  | Comparison Group |  |  |
| :--- | :---: | :---: | :---: | :---: |
|  | Your Firm |  | Average |  |$\quad$ Top 25\%

Personal P\&C
Multi-line

|  | Personal P\&C |  |  | Multi-line |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Your Firm | Comparison Group |  | Your Firm | Comparison Group |  |
|  |  | Average | Top 25\% |  | Average | Top 25\% |
| \# of Validated Producers | * | 1.0 |  | * | 1.3 |  |
| \% Male | * | * |  | * | * |  |
| \% Female | * | * |  | * | * |  |
| Average New Commissions | * | \$53,534 | \$121,395 | * | \$65,394 | \$155,519 |
| Average Book Serviced | * | \$282,089 | \$563,510 | * | \$598,153 | \$1,475,341 |
| Average Compensation | * | \$94,229 |  | * | \$205,017 |  |
| Avg. Comp. as \% of Book | * | 32.1\% |  | * | 31.9\% |  |

\% Total Book by Producer Age

Note: WAPA and \% Total Book by Producer Age both include Validated and Unvalidated Producers.

|  | Agency Commission Structure |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Your Firm |  |  | Comparison Group Average |  |  |
|  | New Rate | Renewal Rate | Minimum ${ }^{1}$ | New Rate | Renewal Rate | Minimum ${ }^{1}$ |
| Commercial P\&C | * | * | * | 40.7\% | 28.5\% | \$1,537 |
| Bonds/Surety | * | * | * | 39.8\% | 27.9\% | \$827 |
| Small Commercial P\&C | * | * | * | 34.3\% | 18.1\% | \$1,947 |
| Personal P\&C | * | * | * | 40.9\% | 20.8\% | \$294 |
| Group Medical | * | * | * | 41.2\% | 29.0\% | \$1,151 |
| Other Group L/H/F | * | * | * | 41.9\% | 27.6\% | \$988 |
| Individual L/H/F | * | * | * | 46.8\% | 22.5\% | \$494 |

${ }^{1}$ The minimum account size on which commissions are paid.


|  | Your Firm | Comparison Group |  |
| :---: | :---: | :---: | :---: |
|  | Results | Average | Top Quartile |
| Unvalidated Producers |  |  |  |
| Number of Unvalidated Producers | * | 4.1 | 12.8 |
| Average New Commissions | * | \$20,518 | \$59,232 |
| Average Book Serviced | * | \$60,075 | \$181,374 |
| Average Estimated Annual Compensation | * | \$73,200 |  |

Note: The unvalidated producer Comparison Group metrics above are only for firms with at least one unvalidated producer.

## NUPP - Net Investment in Unvalidated Producer Pay

Expressed as a percentage of net revenue, the NUPP is the difference between what an agency pays its unvalidated producer(s) and what the producer(s) would earn under the agency's normal commission schedule. A NUPP of $1.5 \%$ is considered a healthy level of investment. Note: If your firm does not have unvalidated producers or if you did not provide information on your unvalidated producers, the metrics below will show zeroes.

Calculating the NUPP
Actual Books of Business (in Total):
Annualized Payroll of Unvalid. Producers:
"Earned" Compensation (based on Book):
Net Investment in Unvalidated Producers:
Shown as \% of Pro Forma Net Revenues:

NUPP


An "Effective NUPP" is your firm's NUPP times your firm's producer success rate, which is the percentage of your producers over the past five years that have met their production goals and are considered successful. An Effective NUPP of $0.75 \%-1.25 \%$ is desirable.


| New Producer Hiring |  |  |  |
| :---: | :---: | :---: | :---: |
|  | Your Firm | Comparison Group |  |
|  | Results | Average | Top Quartile |
| Agencies that Hired New Producers Last Year | Yes | 57.1\% | N/A |
| \# of New Producers Hired Last Year | * | 3.4 | 8.4 |
| Average Annualized Wages per Producer Hired | * | \$77,167 | \$138,844 |
| \# of Producers Hired over the Past 5 Years | * | 9.7 | 26.1 |
| Producer Success Rate over Past 5 Years | * | 56.4\% | 93.0\% |

## Recruiting \& Development Techniques

|  | Your Firm | \% Using in Comparison Group |
| :---: | :---: | :---: |
| Recruiting: |  |  |
| Targeted College Recruiting Efforts/Programs | No | 36.3\% |
| Use of Outside Recruiters | No | 61.1\% |
| Use of Social Media as a Recruiting Tool | No | 79.9\% |
| Assessment: |  |  |
| Testing (sales, personality, intelligence capabilities, call reluctance, etc.) | No | 81.6\% |
| Development: |  |  |
| Internship | No | 47.4\% |
| Mentorship | No | 70.5\% |
| Technical Training |  |  |
| Internal | No | 93.6\% |
| External | No | 82.5\% |
| Sales Training |  |  |
| Internal | No | 86.8\% |
| External | No | 85.8\% |
| Selling Structure: |  |  |
| Required Specialization | No | 30.8\% |
| Team Selling | No | 72.2\% |
| Assigned Accounts | No | 67.5\% |

## Where New Producers Were Found

## Your Firm

| $\square$ UNDER Age 35 WITHIN Insurance Industry | N/A | $\square$ | UNDER Age 35 WITHIN Insurance Industry | $22.1 \%$ |
| :--- | :--- | :--- | :--- | :--- |
| OVER Age 35 WITHIN Insurance Industry | N/A | $\square$ | OVER Age 35 WITHIN Insurance Industry | $37.3 \%$ |
| UNDER Age 35 OUTSIDE Insurance Industry | N/A | $\square$ | UNDER Age 35 OUTSIDE Insurance Industry | $26.7 \%$ |
| OVER Age 35 OUTSIDE Insurance Industry | N/A | $\square$ | OVER Age 35 OUTSIDE Insurance Industry | $14.0 \%$ |



## Commission Income from Top Carriers

|  | Your Firm |  | Comparison Group |
| :---: | :---: | :---: | :---: |
|  | Amount | Percent of Net Revenues | Revenues |
| Top P\&C Carrier | * | * | 18.4\% |
| Top 3 P\&C Carriers | * | * | 32.6\% |
| Top L/H/F Carrier | * | * | 3.7\% |
| Top 3 L/H/F Carriers | * | * | 6.2\% |

## Your Firm's Top P\&C Carrier Breakdown:

Comparison Group's Average Top P\&C Carrier Breakdown:

| Personal | * |
| :--- | :--- |
| Small Commercial | * |
| Mid/Large Commercial | * |

Your Firm's Top 3 P\&C Carrier Breakdown:


| $\square$ Personal | $34.2 \%$ |
| :--- | :--- |
| Small Commercial | $21.9 \%$ |
| $\square$ Mid/Large Commercial | $44.0 \%$ |


| Personal | * |
| :--- | :--- |
| Small Commercial | * |
| Mid/Large Commercial | * |

Comparison Group's Average Top 3 P\&C Carriers Breakdown:


| $\square$ Personal | $34.1 \%$ |
| :--- | :--- |
| Small Commercial | $21.9 \%$ |
| $\square$ Mid/Large Commercial | $43.9 \%$ |

## Service Center Usage

Commercial Lines Commission


Personal Lines Commission


## Definitions/Explanations

Acquired Business Growth: Revenues that were puchased (i.e., the acquisition of another agency or book of business). This reflects acquired revenues in the first year they are booked only; the percentage indicates the significance of acquisition activity to the agency's revenues.
Brokerage Commission Expense: Commissions paid to other agencies or brokers. In-house producers compensated on a 1099 are included in the compensation section.

Comparison Group: The Best Practices firms in the same revenue category or the firms in the same affinity group against which your agency's results are being compared.

EBITDA: An indicator of a company's financial performance and computes earnings from core business operations, without including the effects of capital structure, tax rates and depreciation policies. It includes all revenues and expenses except interest, taxes, depreciation and amortization.
Net Commissions and Fees Growth: Excludes the impact of brokerage commission expenses; net revenue growth also includes the impact of growth in other revenue income, including contingents and bonuses.

New Business Growth: New revenues as a percent of prior year's total revenues for the line of business. This reflects sales to new clients, as well as sales of new products and services to existing clients.
Operating Pre-Tax Profit: Provides a measure of profitability from controllable sources by eliminating contingents and bonuses.
Organic Growth: Measured as a percent of prior year revenues; excludes acquisition revenues and divestitures.
Pre-Tax Profit: Provides a high-level measure of profitability and includes all revenues and expenses with the exception of taxes.
Pro Forma EBITDA: Excludes all administrative expenses (depreciation, amortization of intangibles, officer life, interest and other) as well as discretionary and non-recurring revenues and expenses. Also adjusts compensation to owners to a level that reflects a comparable employee who would not receive the additional compensation/benefits associated with ownership.

Pro Forma Operating Pre-Tax Profit: Provides a measure of profitability from controllable sources by eliminating contingents and bonuses as well as eliminating discretionary and non-recurring revenues and expenses and adjusting compensation to owners to a level that reflects a comparable employee who would not receive the additional compensation/benefits associated with ownership.

Pro Forma Pre-Tax Profit: Includes all revenues and expenses with the exception of taxes but eliminates discretionary and non-recurring revenues and expenses and adjusts compensation to owners to a level that reflects a comparable employee who would not receive the additional compensation/benefits associated with ownership.

Producer Classification: Producers are classified based on the percentage of their book that is in each individual line. If a producer has more than $70 \%$ of his book in any one of the three lines (commercial, personal, life \& health), they're classified as that type of producer. Otherwise they are classified as a multiline producer.

Renewal Business Growth: Renewal revenues as a percent of prior year's total revenues for the line of business. This is impacted by attrition (the loss or retention of existing accounts) and by changes in premium and commission levels; the higher the percentage, the more favorable the results.

Rule of 20 Score: A quick means of benchmarking an agency's shareholder returns. The Rule of 20 is calculated by adding half of an agency's EBITDA margin to its organic revenue growth rate. An outcome of 20 or higher means an agency is likely generating, through profit distributions and / or share price appreciation, a shareholder return of approximately $15 \%-17 \%$, which is a typical agency / brokerage return under normal market conditions.

## Service Staff Job Definitions:

Account Executive (AE): Senior level service position, usually assigned to a producer in order to support \& enable the producer to focus on new business production. This is a highly technical position, requiring a comparable technical skill set to that of producers. An AE's primary responsibility is to manage the overall service plan/activities for an existing book of business and to maintain ongoing client relationships, including renewals \& account development. In some agencies the AE position may have specific responsibility to solicit new clients or write new business that is referred/comes to agency, but a majority of time is spent on service and client retention.

Customer Service Representative (CSR): Senior level service position in agencies where the AE position does not exist to support the producer. Position will serve as the main service contact for the client. Customer service duties are similar to AE duties including renewals, account upgrading, cross-selling, etc., but may include some processing responsibilities (e.g., coordinate new client setup, prepare proposals, order \& check policies, issue certificates, binders, billings, etc.).

Processor/Asst CSR: Lower level service position whose main function is to support other senior level service staff. Position may or may not have direct client contact. Duties vary but are usually processing oriented (e.g., coordinate new client set-ups, prepare proposals, order \& check policies, issue certificates, binders, billings, etc.).

Marketing: Staff dedicated to marketing functions (negotiating with carriers to obtain coverage for clients - soliciting quotes/rates, negotiating coverage/pricing, placing new and renewal business with carriers, preparing proposals/binders, tracking market trends, pricing and underwriting policies).
Claims: This is a claims advocacy role. Coordinates P\&C claims reporting, tracking, processing, and analysis for agency and its clients; delivers Value-Added-Service claims services. If you do not have employees dedicated to these activities, leave blank.

Top Quartile: The average results achieved by the Top $25 \%$ of the firms in the group for that particular factor or line item. The firms comprising this group will be different for each factor or line item.
Total Growth: Measured as a percent of prior year revenues; includes acquisition revenues.

WAPA (Weighted Average Producer Age): A metric designed to assess the relative age of an agency's production force. WAPA is calculated using the sum of the product of the agency's producers' ages and the percentage of the agency's "produced" business handled by each. House business is excluded from the WAPA calculation. As a guideline, a WAPA of less than 50 is considered relatively low.

WASA (Weighted Average Shareholder Age): A metric designed to assess the relative age of an agency's ownership team. WASA is calculated using the sum of the product of the agency's owners' ages and their ownership percentages. As a guideline, a WASA below 50 is considered relatively low, with over 55 considered relatively high.


[^0]:    Note: The median is the mid-point in a list of data - it is different than the mean or average. Median data cannot be added/subtracted to arrive at related medians. Each data point presented above (Renewal Business \%, New Business \%, Total Growth \%, Organic Growth \%, etc.) must be viewed as a discrete median data point.

[^1]:    ${ }^{1}$ Top quartile for these metrics are those with the lowest expense, which does not necessarily indicate the best performance in all cases.
    ${ }^{2}$ For firms that own their building and reported a much lower than peer expense load, we have normalized their occupancy expense.
    ${ }^{3}$ Pro Forma EBITDA excludes all administrative expenses (depreciation, amortization of intangibles, officer life, interest and other).

