

**PSH Fees & Charges 2021**

| Description  | excl. VAT  | VAT Ind | incl. VAT  |
|--|--|---------|--|
| <b>HMO Licensing</b>   |  |         |  |
| House in Multiple Occupation Licence - New Applications for a 5 bedroom/letting property. This fee to be paid in two parts - £400 on submission of application and balance of £400 once the decision has been made to issue a licence    | £800   | NB      | N/A  |
| House in Multiple Occupation Licence – new Applications. Price per additional letting room/bedroom above 5 lettings rooms/bedrooms   | £50  | NB      | N/A  |
| House in Multiple Occupation – Renewal of Licence for a 5 bedroom/letting property This fee to be paid in two parts - £200 on submission of renewal application and balance of £200 once the decision has been made to issue a licence   | £400   | NB      | N/A  |
| House in Multiple Occupation Licence – Renewal Applications. Price per additional letting room/bedroom above 5 lettings rooms/bedrooms   | £30  | NB      | N/A  |
| Preparation of Floor plans for HMO Licence application on request - 1 or 2 storey property only  | £200   | ST      | £240   |
| Preparation of Floor plans for HMO Licence application on request - additional cost for each additional storey above 2 storeys   | £50  | ST      | £60  |
| <b>Charge for Housing Act 2004 Enforcement Notices/Orders</b>  |  |         |  |
| Fee per Enforcement Notice or Order issued under Housing Act 2004 and for Demolition Orders served under s.265 Housing Act 1985 (NB. Only one single fee is payable where the same notice or order is served on more than one recipient) | £550   | NB      | N/A  |
| Administration of Works in Default of a recipient of a legal notice either with or without agreement   | Calculated based on hourly rate of £55 per hour for time spent | ST      | Calculated based on hourly rate of £66 inc per hour for time |
| <b>Paid for Services</b>   |  |         |  |
| Technical Advice service   | £55 per hour   | ST      | £66 inc per hour   |

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| Immigration Inspection and Issue of Report   | £175  | ST | £210 |
| <b>Penalty Notices</b>   |   |    |      |
| Fee per Remedial Notice issued under Regulation 5 of The Smoke and Carbon Monoxide Alarm (England) Regulations 2015                      | £2000 for a first offence<br>£5,000 for future offences | NB | N/A  |
| Civil Penalties -Score per offence calculated in accordance with published Private Sector Housing Enforcement and Civil Penalties Policy | Ranging from up to £5,000 to maximum of £30,000         | NB | N/A  |
| Fee per Remedial Notice issued under The Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020             | Max £5,000  | NB | N/A  |
| Penalty Charge for failure to join Property Management Redress Scheme  | Max £5,000 (default to the maximum)                     | NB | N/A  |