

## PSH Fees & Charges 2019

Description	excl. VAT	VAT Ind	incl. VAT
<b>HMO Licensing (licence issued for a maximum period of 5 years)</b>			
House in Multiple Occupation Licence - New Applications This fee to be paid in two parts - £350 on submission of application and balance of £365 once the decision has been made to issue a draft licence	£715	NB	N/A
House in Multiple Occupation Licence – price per additional room after 10 units of accommodation	£72	NB	N/A
House in Multiple Occupation – Renewal of Licence This fee to be paid in two parts - £170 on submission of renewal application and balance of £190 once the decision has been made to issue a draft licence	£360	NB	N/A
Preparation of Floor plans for HMO Licence application on request	£100	ST	£120
<b>Charge for Enforcement Notices/Orders</b>			
Immigration Inspection and Issue of Report	£135	ST	£162
Fee per Enforcement Notice 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 is served on more than one recipient)	£520	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 £50 per hour for time spent	ST	Calculated based on hourly rate of £60 inc per hour for time spent
Technical Advice service	£50 per hour, first hour not charged	ST	£60 inc per hour
Financial penalty for failure to belong to a Letting Agency Redress Scheme	£5,000	NB	N/A
Fee per Remedial Notice issued under Regulation 5 of The Smoke and Carbon Monoxide Alarm (England) Regulations 2015	£2000 for a first offence £5,000 for future offences	NB	N/A