

PART P SCHEME

FEES FROM 1ST APRIL 2019

1 APPLICATION FEES

	Fee	VAT	Total
Application fee Note: the initial application fee includes a half day assessment by an ELECSA Assessor	£455.00	£91.00	£546.00
Fee for each additional half day assessment relating to an application	£320.00	£64.00	£384.00

2 ANNUAL RENEWAL

(annual fee becomes due on the anniversary of original certification date)

	Fee	VAT	Total
Payment by annual Direct Debit (single payment Direct Debit) Note: the annual renewal allows for a half day assessment by an ELECSA Assessor	£435.00	£87.00	£522.00
Payment by other methods Note: the annual renewal allows for a half day assessment by an ELECSA Assessor	£455.00	£91.00	£546.00

3 OTHER FEES

	Fee	VAT	Total
Additional half day assessment (multiples of)	£320.00	£64.00	£384.00
Administration of registration/change of company details, not involving change of ownership (not including an additional visit)	£50.00	£10.00	£60.00
Change of Qualified Supervisor (not including an additional visit)	£50.00	£10.00	£60.00
Building Compliance Certificate submission	(online) £3.00 per installation	£0.60	£3.60
	(via fax) £7.50 per installation	£1.50	£9.00
TrustMark status (available after full registration achieved and payable annually)	£98.00	£19.60	£117.60

4 CANCELLATION FEES & APPLICATION REFUND POLICY

	Total
Cancellation of booked assessment with 2 or less days notice (per half day visit)	£290.00
Cancellation of booked assessment with more than 2 (& less than 21) days notice (per half day visit)	£200.00
Application cancellations received within 14 days of application may be eligible to receive a full refund less £50 administration fee	
Application cancellations received up to 14 days prior to assessment may be eligible to receive a full refund less £150 administration fee	
Application cancellations received within 14 days of the assessment date will not be eligible for a refund	