

PART P SCHEME

FEES FROM 1ST APRIL 2020

1 APPLICATION FEES

	Fee	VAT	Total
Application fee Note: the initial application fee includes a half day assessment by an ELECSA Assessor	£465.00	£93.00	£558.00
Fee for each additional half day assessment relating to an application	£330.00	£66.00	£396.00

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	£445.00	£89.00	£534.00
Payment by other methods Note: the annual renewal allows for a half day assessment by an ELECSA Assessor	£465.00	£93.00	£558.00

3 OTHER FEES

	Fee	VAT	Total
Additional half day assessment (multiples of)	£330.00	£66.00	£396.00
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

	Fee	VAT	Total
Cancellation of booked assessment with 2 or less days notice (per half day visit)	£290.00	£58.00	£348.00
Cancellation of booked assessment with more than 2 (& less than 21) days notice (per half day visit)	£200.00	£40.00	£240.00
Void fee for failure to be present or available for assessment when the assessor has attended at the scheduled time and date and no previous cancellation has been received (for each half day)	£330.00	£66.00	£396.00
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			