

Fees – Special Procedures

All First applications	
For a 3-year special procedure licence (for individual practitioners)	
Application fee payable at the time the application is submitted	£159
Compliance fee, payable after a licence has been granted	£44
For a 3-year premises/vehicle approval certificate	
Application fee payable at the time the application is submitted	£244
Compliance fee, payable after an approval certificate has been granted	£141

Renewal Applications* (due 3 years after date of grant of first licence)	
For a special procedure licence renewing for the following 3 years:	
Application fee payable at the time the renewal application is submitted.	£147*
Compliance fee, payable after a renewed licence has been granted.	£41*
For a premises/vehicle approval certificate renewing for the following 3 years:	
Application fee payable at the time the renewal application is submitted. £204*	£204*
Compliance fee, payable after a renewed approval certificate has been granted.	£141*

* Indicative fees only – these are subject to review and may change before a practitioner reaches the end of their existing 3-year licence period which is when they will then need to submit a renewal application for a further 3-year period.

Variation to a Licence and Replacement Licence	
Special Procedure Licence - Variation (Add new procedure)	£131
Special Procedure Licence - Variation (Change of detail)	£26
Special Procedure Licence - Replacement Licence	£13
Variation to an Approval Certificate and Replacement Approval Certificate	
Approved premises / vehicle - Variation (Add new procedure)	£189
Approved premises / vehicle - Variation (Structural change)	£189
Approved premises / vehicle – Variation (Change of detail)	£26

Approved premises / vehicle - Replacement Certificate	£13
Temporary Special Procedure Licence and Temporary Approval Certificate	
Temporary Special Procedure Licence (per individual)	£92
Approved premises / vehicle -Temporary Approval (Convention / main purpose)	£680
Approved premises / vehicle - Temporary Approval (Ancillary event)	£385