

On Site Assessment

On Site Assessment	Net	VAT	Gross
Full Day	328.00	65.60	393.60
Half Day	204.00	40.80	244.80

Complaints on Site Visit (Where Chargeable)

Complaints on Site Visit (Where Chargeable)	Net	VAT	Gross
Payment in Full	328.00	65.60	393.60

Extension to Scope (Within 45 days of Assessment)

Extension to Scope (Within 45 days of Assessment)	Net	VAT	Gross
Up to 2 additional work areas*	81.00	16.20	97.20
Up to 4 additional work areas	312.00	62.40	374.40
Payment in Full			

*Note

The £81 includes qualification and QMS check and administration with registering new work against the scheme

Extension to Scope (Outside 45 days of Assessment)

Extension to Scope (Outside 45 days of Assessment)	Net	VAT	Gross
Up to 2 additional work areas	312.00	62.40	374.40
Up to 4 additional work areas	624.00	124.80	748.80
Payment in Full			

Switching from Licensed to Schemes (monthly)

Switching from Licensed to Schemes (monthly)
Treat as new application.
The company remains in licensed membership until Certification is approved.
No refund is due

Switching from Licensed to Schemes (annual)

Switching from Licensed to Schemes (annual)
Treat as new application
The company remains in licensed membership until Certification is approved.
Any outstanding fees from Limited are refunded to the customer

Duplicate Notification Certificate

Duplicate Notification Certificate	Net	VAT	Gross
Ex-Member, Public*	27.00	5.40	32.40
Current Member	FOC	FOC	FOC

*Note
Ex-Member/Public requires written confirmation from the homeowner

Change of Certification Details

Change of Certification Details	Net	VAT	Gross
Company Name Change*	54.00	10.80	64.80
Change of Contact	FOC	FOC	FOC
Change of Company Address	FOC	FOC	FOC
Schemes members only			

*Note
Company name change fee includes desk based audit of correct certification compliance requirements associated to new company name including correct legal status, insurances and other required documentation. This fee also includes website and scheme updating (for example MCS).

Addition of Engineer (up to 2)

Addition of Engineer (up to 2)	Net	VAT	Gross
With Qualification*	81.00	16.20	97.20
Without Qualification (EWA)	204.00	40.80	244.80
If more than 2 engineers, costs will be provided by Certification			

***Note**

The £81 includes qualification and QMS check and administration with registering new work area against the Scheme. If done at same time as Extension to Scope, there will be no charge

Cancellation of Visit

Cancellation of Visit	Net	VAT	Gross
If less than 3 days notice	204.00	40.80	244.80