

Approved Contractor Scheme

Fees from 1st April 2023

1 Application Fees

| | Fee | VAT | Total |
|--|---------|---------|---------|
| Application fee for each address requiring assessment (ie. Head office and each contracting branch) <small>Note: the initial application fee includes a full day assessment by an NICEIC Assessor</small> | £590.00 | £118.00 | £708.00 |
| Fee for each additional half day assessment relating to an application | £375.00 | £75.00 | £450.00 |
| Fee for pre assessment | £375.00 | £75.00 | £450.00 |
| Non Contracting Branch application fee <small>Note: the initial application fee includes a half day assessment by an NICEIC Assessor</small> | £395.00 | £79.00 | £474.00 |

2 First Year's Fees

(Payable in addition to Application Fees)

| | Fee | VAT | Total |
|--|---------|---------|---------|
| Payable by each head office and/or branch (contracting only) when certification is approved. | £540.00 | £108.00 | £648.00 |

3 Annual Renewal

Annual fee becomes due on 1st April every year for many Businesses. If your certification started after 1st November 2022 your annual fee will become due on the anniversary of certification.

(this may vary if you have held a previous certification with Us)

| | Fee | VAT | Total |
|--|---------|---------|---------|
| Annual fee Head office and contracting branches only | | | |
| Payment by annual Direct Debit (single payment Direct Debit) <small>Note: the annual renewal allows for a half day assessment by an NICEIC Assessor</small> | £520.00 | £104.00 | £624.00 |
| Payment by other methods <small>Note: the annual renewal allows for a half day assessment by an NICEIC Assessor</small> | £540.00 | £108.00 | £648.00 |
| Fee for each additional half day assessment relating to continued certification | £375.00 | £75.00 | £450.00 |
| Annual fee Non Contracting Branch | £225.00 | £45.00 | £270.00 |

4 Extension to Certification - Hazardous Area Work

(The following fees are payable for extension to certification for hazardous area work)

| | Fee | VAT | Total |
|---|---------|---------|---------|
| Pre assessment application fee (must be completed prior to site assessment) | £375.00 | £75.00 | £450.00 |
| Site assessment application fee <small>Note: the site application fee includes a full day assessment by an NICEIC Assessor</small> | £745.00 | £149.00 | £894.00 |
| Annual fee (per half day required) | £375.00 | £75.00 | £450.00 |

| 5 Other Fees | Fee | VAT | Total |
|---|------------|------------|--------------|
| Additional half day assessment (or multiples of) | £375.00 | £75.00 | £450.00 |
| Administration fee e.g change of company details, not involving change of ownership (not including an additional assessment) | £60.00 | £12.00 | £72.00 |
| Change of Qualified Supervisor (not including an additional assessment) | £60.00 | £12.00 | £72.00 |
| TrustMark status (For Approved Contractors with Domestic Installer Scheme certification) (available after full certification achieved and payable annually) | £130.00 | £26.00 | £156.00 |
| NICEIC Online Certificates and Reports | £1.25 | £0.25 | £1.50 |

| 6 Cancellation Fees | Fee | VAT | Total |
|--|------------|------------|--------------|
| Cancellation of a booked assessment with 2 or less days notice (per half day assessment) | £335.00 | £67.00 | £402.00 |
| Cancellation of a booked assessment with more than 2 (and less than 21) days notice (per half day assessment) | £230.00 | £46.00 | £276.00 |
| 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 (per half day) | £375.00 | £75.00 | £450.00 |

Note: A full day (2 units), will usually take up to 6hrs of assessment time and a half day (1 unit), will usually take up to 3hrs of assessment time to complete.