

Approved Contractor Scheme

Fees from 1 April 2024

1 Application fees

	Fee	VAT	Total
Application fee for each address requiring assessment (e.g. head office and each contracting branch) <small>Note: the initial application fee includes a full day assessment by an NICEIC Assessor.</small>	£625	£125	£750
Fee for each additional half day assessment relating to an application	£400	£80	£480
Fee for pre-assessment	£400	£80	£480
Non contracting branch application fee <small>Note: the initial application fee includes a half day assessment by an NICEIC Assessor.</small>	£420	£84	£504

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.	£575	£115	£690

3 Annual renewal

Annual fee is due on 1 April every year for many NICEIC-certified businesses. If your certification started after 1 November 2022 your annual fee is 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 includes a half day assessment by an NICEIC Assessor.</small>	£555	£111	£666
Payment by other methods <small>Note: the annual renewal includes a half day assessment by an NICEIC Assessor.</small>	£575	£115	£690
Fee for each additional half day assessment relating to continued certification	£400	£80	£480
Annual fee non contracting branch	£240	£48	£288

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)	£400	£80	£480
Site assessment application fee <small>Note: the site assessment application fee includes a full day assessment by an NICEIC Assessor.</small>	£790	£158	£948
Annual fee (per half day required)	£400	£80	£480

5 Other fees

	Fee	VAT	Total
Additional half day assessment (or multiples of)	£400	£80	£480
Administration fee for example change of company details, not involving change of ownership (fee does not include an additional assessment)	£65	£13	£78
Change of Qualified Supervisor (fee does not include an additional assessment)	£65	£13	£78
TrustMark status (For Approved Contractors with Domestic Installer Scheme certification) (available after full certification achieved and payable annually)	£140	£28	£168
NICEIC Online certificates and reports	£1.50	£0.30	£1.80

6 Cancellation fees

	Fee	VAT	Total
Cancellation of a scheduled assessment with 2 or less than 2 days notice (per half day assessment)	£355	£71	£426
Cancellation of a scheduled assessment with more than 2 and less than 21 days notice (per half day assessment)	£245	£49	£294
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)	£400	£80	£480

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