

Appendix A

Registration Service Fees (changes are shown in **bold**)

SERVICE	FINANCIAL YEAR	MON - THU	FRI / SAT / SUN	BANK HOLIDAYS
Marriage / Civil Partnership / Naming / Celebration of Vows at an Approved Premise (Deposit = £150)	Current 16-17 Agreed 17-18 Proposed 18-19	£370 £375 £385	£405 £410 £420	£510 £520 £530
Standard Marriage / Civil Partnership Ceremonies at Registration Offices (Deposit = £100)	Current 16-17 Agreed 17-18 Proposed 18-19	MON - THU	FRI / SAT	SUN / BH
		£105	£125	N/A
		£125	£150	N/A
Enhanced Marriage / Civil Partnership, Naming ceremony / Celebration of vows at registration offices (Deposit = £100).	Current 16-17 Agreed 17-18 Proposed 18-19	MON- THU	FRI / SAT / SUN	BANK HOL
		£200	£305	£370
		£200	£305	£395
Civil Funeral / Memorial Service Plus £20 for attendance at a second site	Current 16-17 Agreed 17-18 Proposed 18-19	£165		
		£165		
		£175		
Individual Citizenship Ceremonies (Monday to Friday only) No charge for children (under 18)	Current 16-17 Agreed 17-18 Proposed 18-19	£110 (plus £25 for each additional adult applicant) £110 (plus £25 for each additional adult applicant) £115 (plus £25 for each additional adult applicant)		
Living Eulogy appointments (Monday to Friday only)	Current 16-17 Agreed 17-18 Proposed 18-19	£90 £90 £90		

Rehearsal appointments (Monday to Friday only)	Current 16-17	£25
	Agreed 17-18	£25
	Proposed 18-19	£25

Approved Premise Licensing

Introductory fee / general fee for non-commercial bodies	Current 16-17	£1435
	Agreed 17-18	£1435
General renewal fee	Current 16-17	£2285
	Agreed 17-18	£2285
Suitability visit	Current 16-17	£110
	Agreed 17-18	£110
The review of a refusal of an approval or the setting of requirements or conditions	Current 16-17	£265
	Agreed 17-18	£265
Changes and amendments to licence	Agreed 17-18	£70
	Proposed 18-19	£70

For immediate implementation from committee decision.

Copy Certificates:

- Standard service – available for collection or despatch in no more than 5 working days = £10 (postal charges apply)
- Express service – same day production and despatch (when possible) = Currently £20, **proposed to increase to £22.50**
- **Hourly search fee for family history applications = £25**
- Family History Research service at £95 for a basic package, plus £25 per hour for further work.

Other fees:

- Approval for religious premises to conduct civil partnerships - £200 administration fee
- Notice taking on Saturdays – Statutory fee, plus £10 per person non-refundable booking fee for Saturday opening
- Double ceremony (e.g. joint marriage and naming ceremony / marriage plus renewal outside) = Marriage fee, plus £155
- Change of name deed £50
- General administrative charge (amendments to ceremonies or any extra administrative tasks relating to a booking) £25.
- **Document checking service – £10**
- **European Passport Return Service - £10**

Nationality Checking

- Adult applicant - Currently £65, plus £10 if passport checking required at the same time. **Proposed to increase to £85, as a combined fee.**
- Child applicant (under 18 years) – Currently £45, plus £10 if passport checking required at the same time. **Proposed to increase to £65, as a combined fee.**