

FEES FOR MANDATORY HMO LICENCES/RENEWAL OF LICENCE

From 1st September 2018

A licence fee is charged for all Mandatory Licensable HMOs. The licence fee will be reviewed annually in accordance with Councils 'Fees and Charges Policy' and at the time when this policy is reviewed. The fees have been set to cover the Council's costs and include for officer time spent on inspections, vetting applications and general administration. The charge for a renewal application is the same as the initial licence fee.

Fees for Licences

The Council will charge fees for HMO licences at the following rates:

No of occupiers	HMO Licence Fee
5 to 6	£757
7-10	£793
11+	£830

Fee Discount

Where the property is accredited by the Council, in compliance with the Council's Accreditation Scheme, then a 15% discount will be applied to the cost of a licence when it is next issued.

The licence will normally be issued for a period of 5 years.

Application forms should be sent to:-

**Private Sector Housing Team
Nuneaton & Bedworth Borough Council
Town Hall
Coton Road
Nuneaton CV11 5AA**

Payment can be made by cheque payable to '**Nuneaton and Bedworth Borough Council**' attached to the application or by credit/debit card to code NBBC 9437 DN00 D000 via our Payment line – 024 7637 6466.

If paying by cheque please ensure that you write on the back of the cheque:-

- The full address of the property to be licensed
- The Council's Income Code (i.e. 9437 DN00 D000)

A receipt will be sent for any monies received.

If you have any queries please contact the Private Sector Housing Team via email at privatesectorhousing@nuneatonandbedworth.gov.uk or by telephoning 02476 376 376.