

Valid – 2021/22

HOUSE IN MULTIPLE OCCUPATION LICENCE APPLICATION FEES

HMO licence application fees are based on occupant capacity with an option of a one or three year licence as approved by the Councils Regulatory Committee on 21 April 2017

Please note:

- HMO licences in their first year may be granted for a minimum period of 6 months
- Existing licences holders applying for a second or subsequent application ('renewal') for individual properties can apply for either a one or three year licence *

* The grant of a three year licence will only be considered for suitable properties on a case by case basis and can be restricted to one year licence based on the following assessment criteria:

- Premises/landlords that are subject to ongoing monitoring where issues have been identified by council officers
- Premises/landlords that are subject to enforcement action
- Premises/landlords where previous complaints have been upheld
- Premises that have failed to complete remedial work, identified upon inspection, within four weeks from the first inspection date, without prior consent of the council

Number of Occupants	Fee (£) (1or 3 year application)		
3	653		
4	871		
5	1,089		
6	1,367		
7	1,646		
8	1,924		
9	2,202		
10	2,481		
11	2,759		
12	3,037		
13	3,315		
14	3,594		
15	3,872		
16	4,150		
17	4,429		
18	4,707		
19	4,985		
20	5,264		
21-30	5,869		
31-40	6,474		

41-50	7,079		
51-60	7,684		
61-70	8,289		
71-80	8,894		
81-90	9,499		
91-100	10,104		
101-150	11,072		
151-200	12,040		
201-250	13,008		
251-300	13,976		
301-350	14,685		
351-400	14,944		
401-450	16,880		
451-500	17,848		
501-550	18,816		
551-600	19,784		
> 600	Increase of £967 per banding of 100		

Percentage discount available for charity registered with The Scottish Charity Regulator (OSCR) and linked to homeless and / or vulnerable adult accommodation

Educational institutions – Property owned and managed by a charity registered with The Scottish Charity Regulator (OSCR) would be considered eligible for a 50% fee reduction

MISCELLANEOUS FEES

CERTIFIED COPY LICENCE

£61 – per copy