

REFCOM ELITE SCHEDULE OF FEES

	SIZE OF BUSINESS	BESA MEMBERS	INITIAL ANNUAL REGISTRATION AND INSPECTION	ANNUAL RENEWAL
1	Micro (sole trader)	Free	£300	£250
	Small (2-9 engineers)	Free	£350	£300
	Medium (10-49 engineers)	Free	£450	£400
	Large (50+ engineers)	Free	£550	£500
	Multi-site application	Free	POA	POA

DUPLICATE COMPANY ELITE CERTIFICATE				
2	Certificate			£25

REPEAT INSPECTION VISITS (IF NECESSARY)				
3	Additional inspection visit - full-day			£300
	Cancellation or rescheduling of inspection visits five days or less prior to inspection			£150

FEES SUBJECT TO VAT @ 20%

NOTES

- Initial registration and inspection fees are payable on application and are non-refundable; Entry to the Refcom Elite Register is effective following successful inspection; subsequent renewal fees, if applicable, are due on or around the anniversary of entry.
- Refcom Elite registration certificates will be issued on successful applications free of charge. Businesses wishing to obtain a duplicate Elite company certificate will incur an administration charge.
- Repeat inspection visit fees apply only in the event of any serious audit non-conformities or non-compliance, which result in additional audit visits being required. These will be scheduled as necessary; audit cancellation fees are payable at the discretion of the Scheme's auditors.

* Initial registration, inspection and annual renewal forms part of the Building Engineering Services Association (BESA), compliance with Refcom's inspection regime is encompassed in BESA's Inspection and Assessment regime.