



## **CHANGES TO COMPANIES HOUSE FEES FROM APRIL 2011**

Following a review of its processes and services, Companies House plans to implement changes to a number of fees from 6<sup>th</sup> April 2011. This is an advance informal notice to give you time to plan any adjustments in good time before 6 April. Ministers have agreed to the proposals but we are awaiting final clearance from two government committees before laying regulations in Parliament. We will confirm when this has taken place and we will publish the new fees on our website.

As a Trading Fund, Companies House must operate on the basis of cost recovery. European law and HM Treasury guidance also require costs to be linked to the forecasts for providing each service and the way in which customers can access them.

As a result of the high volume of customers using electronic services the cost savings made by Companies House can be passed on to customers in the form of reduced fees. In parallel, the increase in fees for certain paper based products reflects the higher fixed costs of providing services for a decreasing number of customers.

Some same day fees for certain services are being increased; in particular these are the same day fees for paper incorporation, certified copies and certificates of incorporation. This is to ensure that demand for these “premium” services will not impact the level of service we are able to offer our standard paper customers.

In addition, Companies House is also introducing a new Web Incorporation service in April 2011. Therefore, a new fee is required and will be included in the revised price list.

The changes will be made by amending current secondary legislation and in some cases by changing fees administratively. Once the administrative and parliamentary process has concluded, full details will be made available on the Companies House website.

Amendments to fees will affect most entities registered at Companies House including Companies, Limited Liability Partnerships (LLP), Limited Partnerships (LP), Community Interest Companies (CiC), Overseas Companies, European Economic Interest Groupings (EEIG) and European Public Limited-Liability Companies (SE).

Please see Annex 1 attached for a list of changes to fees for April 2011.

## Annex 1

The following new fees will apply on or after 6 April 2011.

### Registration Services

#### Incorporation/Registration

Product	<i>Old Fee</i>	New Fee
<b>Standard Registration (Electronic)</b>		
Companies Incorporation (Software Filing)	<i>£15</i>	<b>£14</b>
Companies Incorporation (Web Filing)	<i>N/A</i>	<b>£18</b>
Limited Liability Partnership (Software)	<i>£15</i>	<b>£14</b>

Product	<i>Old Fee</i>	New Fee
<b>Standard Registration Paper</b>		
Companies Incorporation*	<i>£20</i>	<b>£40</b>
Limited Liability Partnerships Registration	<i>£20</i>	<b>£40</b>
<b>Same Day Registration (Paper)</b>		
LLP (Paper) Same Day Registration	<i>£50</i>	<b>£100</b>
Companies (Paper) Same Day Inc	<i>£50</i>	<b>£100</b>
Limited Partnership Same Day Registration	<i>£50</i>	<b>£100</b>
Overseas Company Same day Registration	<i>£50</i>	<b>£100</b>

#### \* Exceptions to the increase in Paper Incorporation Fees

The increase to the standard paper incorporation fees will not affect CiCs, Overseas Companies, LPs, EEIGs, SEs, Unlimited companies and Welsh companies (who want to incorporate in the medium of Welsh). Companies House receives very low volumes of applications for these entities and there is currently no electronic service available to them.

As they are not able to take advantage of the lower electronic fee Companies House has decided that the fee for registration will stay at the current level (**£20**) until an electronic service is developed. We see this as a reasonable approach and a short term measure as we move towards 100% e capability for incorporation.

However, all paper same day incorporation applications will be subject to the £100 fee. This includes LPs, overseas companies, unlimited companies and Welsh companies. There is no same day incorporation service for CICS, EEIGs or SEs.

## Annual Fees

Product	<i>Old Fee</i>	New Fee
<b>Electronic Registration</b>		
Companies Annual Return (electronic)	<i>£15</i>	<b>£14</b>
LLP Annual Return (electronic)	<i>£15</i>	<b>£14</b>
<b>Paper Registration</b>		
Companies Annual return (paper)	<i>£30</i>	<b>£40</b>
LLP Annual Return (paper)	<i>£30</i>	<b>£40</b>
Overseas Accounts (paper)	<i>£30</i>	<b>£20</b>

## Suppression of an address (s1088 Companies Act 2006)

Product	<i>Old Fee</i>	New Fee
Application to make an address unavailable for public inspection under s1088 CA 2006:		
<b>Companies</b>		
Forms SR01 – SR03	<i>£15</i>	<b>£55</b>
<b>LLPs</b>		
Forms LL SR01 – LL SR03	<i>£15</i>	<b>£55</b>

## Search Services

### Subscription Fees

Subscription fees are being reduced from 6 April 2011.

Product	<i>Old Fee</i>	New Fee
Companies House Direct	<i>£5</i>	<b>£4</b>
Extranet	<i>£5.88</i>	<b>£4.70</b>
XML	<i>£5.88</i>	<b>£4.70</b>

### Monitor

The fee for monitor is being removed with effect 6 April 2011.

Product	<i>Old Fee</i>	New Fee
CHD Monitor	<i>£0.50</i>	<b>Free</b>
WebCheck Monitor	<i>£0.50</i>	<b>Free</b>
Extranet Monitor	<i>£0.50</i>	<b>Free</b>

## Certified Copies

Product	<i>Old Fee</i>	New Fee
<b>Companies House Direct</b>		
Certified Copy of Document By Post	£15	£20
Certified Copy of Document collection at a CHIC	£15	£20
Same Day Certified Copy of Document By Post	£50	£60
Same Day Certified Copy of Document collection at a CHIC	£50	£60
Additional Faxed Copy of Same Day Certified Copy	£3	Free
<b>Companies House Contact Centre</b>		
Certified Copy of Document By Post	£15	£20
Certified Copy of Document collection at a CHIC	£15	£20
Same Day Certified Copy of Document By Post	£50	£60
Same Day Certified Copy of Document collection at a CHIC	£50	£60
Additional Faxed Copy of Same Day Certified Copy	£3	Free
<b>Companies House Information Centre</b>		
Certified Copy of Document (up to 10 pages) By Post	£15	£20
Certified Copy of Document (up to 10 pages) collection at a CHIC	£15	£20
Same Day Certified Copy of Document By Post	£50	£60
Same Day Certified Copy of Document collection at a CHIC	£50	£60
Additional Faxed Copy of Same Day Certified Copy	£3	Free

## Certificates

Product	<i>Old Fee</i>	New Fee
<b>Companies House Direct</b>		
Certificate By Post	£15	£20
Certificate collection at a CHIC	£15	£20
Additional copy of Standard/Same Day Certificate by post	£10	£10
Additional copy of Standard/Same Day Certificate collection at a CHIC	£10	£10
Same Day Certificate By Post	£50	£60
Same Day Certificate collection at a CHIC	£50	£60
Additional Faxed Copy of Same Day Certificate	£3	Free
<b>Companies House Contact Centre</b>		
Certificate By Post	£15	£20
Certificate collection at a CHIC	£15	£20
Additional copy of Standard/Same Day Certificate by post	£10	£10
Additional copy of Standard/Same Day Certificate collection at a CHIC	£10	£10
Same Day Certificate By Post	£50	£60
Same Day Certificate collection at a CHIC	£50	£60
Additional Faxed Copy of Same Day Certificate	£3	Free
<b>Companies House Information Centre</b>		

Certificate By Post	£15	£20
Certificate collection at a CHIC	£15	£20
Additional copy of Standard/Same Day Certificate by post	£10	£10
Additional copy of Standard/Same Day Certificate collection at a CHIC	£10	£10
Same Day Certificate By Post	£50	£60
Same Day Certificate collection at a CHIC	£50	£60
Additional Faxed Copy of Same Day Certificate	£3	Free

### Bulk Shareholder lists

We are bringing Bulk shareholder lists on paper or microfiche in line with Archive Microfiche copies of information in that we will provide customers with copies of bulk shareholder lists on DVD Rom, regardless of what format they are currently held within CH.

Product	Old Fee	New Fee
<b>Companies House Direct</b>		
DVD-ROM Bulk Shareholders list by post	£8.50	£20.00
DVD-ROM Bulk Shareholders list collection at a CHIC	£8.50	£20.00

### Bulk Products

Product	Old Fee	New Fee
<b>Bulk Data Products</b>		
<b>Directory</b>		
Directory full snapshot	£1,200.00	£1,075.00
Directory quarterly snapshot	£4,800.00	£4,300.00
Daily update (per annum)	£12,000.00	£10,800.00
<b>Enhancements to the daily update product</b>		
With country of origin code	£1,200.00	£1,075.00
With date of last members list	£1,200.00	£1,075.00
With SIC codes	£1,200.00	£1,075.00
<b>Company appointments</b>		
Full snapshot	£4,000.00	£3,600.00
Daily update (per annum.)	£48,000.00	£43,000.00
<b>Usual Residential Address (URA)</b>		
Application by Specified Public Authority (SPA) or Credit Reference Agency (CRA)	£140.00	No Change
Full snapshot	£,4.000.00	£3,600.00
Daily update (per annum)	£48,000.00	£43,000.00
Specific request by SPA or CRA (per Director)	£5.00	No Change
<b>Daily Charges Register</b>		
Daily update (per annum)	£24,000.00	£21,500.00
<b>Other Bulk Data Products</b>		

UK Standard Industrial Classification (SIC) Codes Snapshot	<i>£150.00</i>	<b>£135.00</b>
Companies supplement to the London, Edinburgh & Belfast Gazettes	<i>£1000.00</i>	<b>£900.00</b>
Time Critical Listing File	<i>£600.00</i>	<b>£540.00</b>
New and Surrendered Names by email	<i>£120.00</i>	<b>£110.00</b>
Register of disqualification orders	<i>£600.00</i>	<b>£540.00</b>
Paper disqualified directors package	<i>£260.00</i>	<b>£235.00</b>
<b>Annotation Bulk Data Product</b>		
Full snapshot	<i>£150.00</i>	<b>£135.00</b>
Daily update (per annum)	<i>£1,200.00</i>	<b>£1,075.00</b>
<b>Bulk image products (per annum)</b>		
Annual Accounts	<i>£24,000.00</i>	<b>£21,500.00</b>
Annual Returns	<i>£26,000.00</i>	<b>£23,300.00</b>
Appointment Director, Secretary or Member of LLP	<i>£24,000.00</i>	<b>£21,500.00</b>
Change of Registered Office	<i>£6,000.00</i>	<b>£5,400.00</b>
New incorporations	<i>£4,000.00</i>	<b>£3,600.00</b>
Change of Name	<i>£2,000.00</i>	<b>£1,800.00</b>
Charges	<i>£5,000.00</i>	<b>£4,500.00</b>
Capital	<i>£3,000.00</i>	<b>£2,700.00</b>
Insolvency and Strike Off	<i>£8,000.00</i>	<b>£7,175.00</b>
Miscellaneous	<i>£16,000.00</i>	<b>£14,350.00</b>
Scan Upon Demand document Images	<i>£2,000.00</i>	<b>£1,800.00</b>
<b>DVD-ROM Directories</b>		
Company Directory: One off	<i>£30.00</i>	<b>No Change</b>
Company Directory: Annual subscription	<i>£300.00</i>	<b>No Change</b>
Company Directory: exportable or data file (one off)	<i>£1,200.00</i>	<b>£1,080.00</b>
Company Directory: exportable or data file (annual subscription)	<i>£12,000.00</i>	<b>£10,800.00</b>