



Special Treatment Licence Fees 2018/19

Appendix 2

This document sets out the fees payable for the licensing and/or the registration of:

- premises providing massage or special treatments
- premises that carry on the business of acupuncture, ear piercing or tattooing
- individuals that carry on the practice of, acupuncture, ear piercing or tattooing
- premises that carry on the business of electrolysis.

The fee is made up of 2 parts:

- The Administration element is the cost of processing the application and must be paid at the point the application is made
- The Compliance element is the cost of managing and enforcing the special treatments licensing regime and needs to be paid at the point the licence is granted

NOTE: Both parts of the fee must be paid before the licence can be granted. (Important – please read note C)

Application Type	Total Fee	Administration element of fee (See note A below)	Compliance element of fee (See note A below)	Previous Fees 2017/18
New massage and special treatment licence <u>to include laser treatment</u>	£700	£525	£175	£680
Renewal of a massage and special treatment licence <u>to include laser treatment</u>	£635	£475	£160	£635
New massage and special treatment licence <u>No laser treatment</u>	£600	£425	£175	£580
Renewal of a massage and special treatment licence <u>(No laser treatment)</u>	£520	£360	£160	£520



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Registration to provide acupuncture, tattooing, piercing or electrolysis - premises <u>without</u> an MST licence	£330	£330	N/A (see note B)	£340
Registration to provide acupuncture, tattooing, piercing or electrolysis - premises <u>with</u> an MST licence	£260	£260	N/A (see note B)	£250
Additional Registration(s) (Premises)	£250	£250	N/A (see note B)	£250
Registration of an Individual	£45	£45	N/A (see note B)	£45

Note A:

The Administration element of the fee is not refundable, even for unsuccessful applications as the fee only covers the administration and inspection costs of processing the application.

However, if an application is withdrawn prior to the technical inspection, the cost of the technical inspection will be refunded: **£186** for a new licence with no laser treatment and **£282** for a new licence with laser treatment.

If a licence is surrendered during the period in which it is in force, a refund of the Compliance element of the fee will be given for every full month remaining on the licence.

Note B:

No part of the fee for a registration is refundable, even for unsuccessful applications, as the fee only covers the administration and inspection costs of processing the application.

Note C:

The local authority is not permitted to charge for both elements of the fee up front. However, in order to assist customers, we will accept payment for the total fee upon application. In these circumstances the Compliance element of the fee will of course be refunded if the licence is not renewed/granted.

If you do pay just the Administration element of the fee up front the Compliance element will have to be paid before the licence is granted and issued.