

**SCHEDULE OF HOUSES IN MULTIPLE OCCUPATION (HMO)  
LICENSING FEES AND CHARGES**

**EFFECTIVE 1 APRIL 2021**

		<b>Fee</b>	<b>Refund<sup>1</sup></b>
<b>First application fee</b>	<b>Mandatory Licensing</b> (HMO occupied by 5 or more occupants)	<b>£618</b>	<b>£60.50</b>
<b>Renewal application fee</b>	<b>Mandatory Licensing</b> (as above)	<b>£392</b>	<b>£37.00</b>
<b>Other fees and charges</b>	Variation of licence	<b>£85.50</b>	<b>N/A</b>
	Provision of floor plan <sup>2</sup>	<b>£120.50</b>	<b>N/A</b>
<b>Pre-Application Advice</b>	Up to 2 hours (plus hourly rate if more required.)	<b>£120.00</b>	

Please be aware the correct fee must be submitted with the application form and is non-refundable. Should you need further advice on the fee you should pay please email [h.licensing@eastriding.gov.uk](mailto:h.licensing@eastriding.gov.uk).

<sup>1</sup> Where a full and valid application is submitted on the first attempt, a refund may be made. In order to make a valid application you must submit a correctly completed application form accompanied by all supporting documentation, floor plan, certificates and the correct fee.

<sup>2</sup> A floor plan must be submitted with a HMO licence application. The plan does not have to be to scale and can be hand drawn but must be clear, approximately in proportion and include room measurements. If you are unable to provide a floor plan the council can produce it for a fee.