

Licensing Fees for Houses in Multiple Occupation (HMO)

Initial License Fee

For a fully completed Application Form received on or before the 31st May 2006 - **£450** per property

For a fully completed Application Form received at any time after 31st May 2006 - **£530** per property

All licenses will be valid for 5 years.

The licence is not transferable

Fit and Proper Persons Checks

All managers or owners of HMO will have to have an enhanced Criminal Record Bureau (CRB) Disclosure check made. Where a manager or owner has more than one property, only one CRB check will be required per person.

Fees for carrying out a fit and proper person check:

CRB Enhanced Disclosure (passed to CRB)	£36
Mid Devon DC administration fee	£14

Charge £50

Estimated time x hourly rate

Basic costs	= £ 347.75
EHO - 4 hours x £34.23	= £ 136.92
Total including chasing	= £ 484.67
Contingency (10%)	= £ 533.18 (say £530)

A reduction of £80 could be given for landlords who pay before 31 May. A further reduction for members of a Residential Landlords Association would not be given in this case.