

## Appendix 2 – Detailed Listing of Proposed fees and charges for 2025/26

Function	Actual charges 2024/25	Proposed charges 2025/26
<b>Library Charges &amp; Fines</b>		
Library Membership	Free	Free
Library Fines on Overdue Books	Free	Free
<b>Loan Charges</b>		
CD's (Music) – (Free for visually impaired)	50p Per Week	50p Per Week
Foreign Language Courses (not ESOL)	£2.50 per week	£2.50 per week
Music sets –	Price on application	Price on application
Company Information - for company information, trademark searches, marketing information and mailing lists on application from the Business Information Service	Price on application	Price on application
<b>Other Charges</b>		
Lost or Damaged Tickets	£2	£2
Lost or Damaged Items	Replacement Cost	Replacement Cost
Admin charge on lost or damaged items	£3	£4
<b>Photocopying and Printing</b>		
Black and White A4	20P per sheet	20P per sheet
Black and White A3	30p per sheet	30p per sheet
Colour A4	50p per sheet	50p per sheet
Colour A3	70p per sheet	70p per sheet

<b>Reservations</b>		
Reserve stock not available in Manchester Libraries	£5 per item	£5 per item
Reserve stock available in Manchester Libraries	Free	Free
<b>Internet and Wi- Fi</b>		
Wi Fi Usage	Free	Free
Internet Usage for Library Members	Free	Free
Internet Usage for Non-Library Members	£2 per hour	£2 per hour
<b>Meeting Room Hire</b>		
The Avenue Library 1 -1 Room (2-3 Capacity)	£10 per hour	£10 per hour
The Avenue Victoria Room (25 Capacity)	£20 per hour	£20 per hour
Beswick Meeting Room 1 (20 capacity)	£20 per hour	£20 per hour
Beswick Meeting Room 2 (30 capacity)	£30 per hour	£30 per hour
Beswick Meeting Room 1 and 2 open (50 capacity)	£40 per hour	£40 per hour
Chorlton – Large Room (40 capacity)	£30 per hour	£30 per hour
Forum – Room 1 Large (40 capacity)	£30 per hour	£30 per hour
Forum – Room 2 (2 - 3 capacity)	£10 per hour	£10 per hour
Forum – Room 3 (2-3 capacity)	£10 per hour	£10 per hour
Forum – Room 4 (4 capacity)	£10 per hour	£10 per hour
Forum – Room 5 (15 capacity)	£20 per hour	£20 per hour
Forum – Room Classroom (20 capacity)	£20 per hour	£20 per hour
Forum – Room ICT Room (20 capacity)	£20 per hour	£20 per hour
Gorton – Small Room - (2 - 3 capacity)	£10 per hour	£10 per hour
Gorton – ICT Room - (20 capacity)	£20 per hour	£20 per hour
Gorton – Medium Room - (25 capacity)	£20 per hour	£20 per hour
Gorton – Large Room - (45 capacity)	£30 per hour	£30 per hour
Longsight Room 8 (45 capacity)	£45 per hour	£45 per hour
Longsight Room 7 with kitchen (35 capacity)	£35 per hour	£35 per hour
Longsight Room 7 and 8 open (80 capacity)	£40 per hour	£40 per hour
Longsight interview Room (2 capacity)	£10 per hour	£10 per hour

Newton Heath Meeting Room (12 capacity)	£20 per hour	£20 per hour
Withington – Meeting Room (15 capacity)	£20 per hour	£20 per hour
Withington – Board Room (15 capacity)	£20 per hour	£20 per hour
Withington – Class Room (30 capacity)	£30 per hour	£30 per hour
<b>Environmental Health</b>		
Primary Authority (existing MCC Partnerships only). Food & Health & Safety Team & Environmental Protection	80	84
Health & Safety - Accident Report	235	246.75
Export Health Certificate	£95 minimum charge plus £95 per hour for additional time	99.75
Food Hygiene Rating Scheme Visit	205	215.25
Food pre-inspection	TO BE DISCUSSED AND AGREED WITH AGMA	
Business Advice Service (Food & Health & Safety Team & Environmental Protection, Housing Compliance & Trading Standards). <b>(Includes Export Health Certificate advice and imported food controls advice)</b>	£95 minimum charge plus £95 per hour or part thereof for additional time	99.75
<b>Manchester Airport</b>		
Fish or Fish Products clearance – single vet document	£128, OOH £256	£134, OOH £268
As above – multiple documents, charged per document	£82, OOH £164	£86, OOH £172
Charge for additional time per hour	£92, OOH £185	£97, OOH £194
Products of animal origin other than fish (cleared by the Official Veterinarian Surgeon)	£163 and OOH £326	£171, OOH £342

As above – multiple documents, charged per document	£82, OOH £164	£86, OOH £172
Charge for additional time per hour	£92, OOH £185	£97, OOH £194
Ipaffs Input – Hourly rate	£92, OOH £185	£97, OOH £194
Products covered by safeguarding measure or specific legislation such as EC 669/2009, EC1152/2009. Per Common Entry Document or similar documentation	£79 OOH £158	£83, OOH £166
As above, requiring sampling	£139 OOH £277	£146, OOH £292
Charge for additional time per hour	£92, OOH £185	£97, OOH £194
Organic Certificates	£84 OOH £168	£88, OOH £172
Disposal Costs	To be agreed with disposal company.	
Out of Hours call out charge to attend the airport - EHO	£115.00	£120.75
Out of Hours call out charge to attend the airport - Vet	£115.00	£120.75
Letter confirming products do not require clearance or informing importer of breach of import requirements	£89.00	£93.45
Illegal Unregulated and Unreported Fish controls - high risk third country	£61.00	£64.05
Illegal Unregulated and Unreported Fish controls - Low risk EU & EEA/EFTA	£61.00	£64.05
<b>Trading standards</b>		
Calibration/Verification charges	Weights & Measures Inspector - £95per hour	£99.75

	Assistant - £67 per hour	£70.35
Calibration of weights:		
< 25kg	£19.00	£19.95
> or equal to 25kg	£37.00	£38.85
Adjustment fee	£15.00	£15.75
Calibration of non-automatic weighing machines (tested at TS Office)		
< 30kg	£43.00	£45.15
> or equal to 30kg<250kg	£79.00	£82.95
Hire of test weights per tonne per day	£93.00	£97.65
Replacement Test Certificate	£16.00	£16.80
<b>Volumes and Capacity</b>		
Measuring Instruments (For liquid fuel or lubricants or mixtures thereof)	Hourly Rate	
	(Minimum Charge – 2 hours officer time)	
	£190.00	£199.50
Capacity Measures, includes	Hourly Rate	
Measuring Instruments (Intoxicating Liquor)	(Minimum Charge – half an hour officer time)	
Calibrations/Verifications of measures of length	£47.00	£49.35
<b>Miscellaneous</b>		
Testing Cancellation Charge (Less than 24 hours' notice)	£95.00	£99.75
Failure to attend charge		
Failure to attend charge	£190.00	£199.50
Equipment not listed with a specific charge (Hourly Rate)	£95.00	£99.75
Equipment must be submitted in a clean condition. Reserve right to charge.	£67.00	£70.35
Primary Authority (existing MCC Partnerships only)	£80.00	£84.00
<b>Housing Enforcement and Compliance – Advice to Landlords</b>		
Landlord Advice	£95.00	£99.75

Immigration Inspection	£182.00	£191.10
Demand Notice	£363.00	£381.15
Advisory inspection up to 10 bedrooms - Detailed written advice	£476.00	£499.80
Over 10 Bedrooms	£95 per additional hour	
<b>Environmental Protection</b>		
Environmental Searches	Level 1 - £79	£82.95
	Level 2 - £160	£168.00
	Level 3 - £278	£291.90
Sampling (Private Water Supplies)	Sample visit - £84	£88.20
	Risk Assessment - £245	£257.25
<b>Parks Fees and Charges</b>		
<b>Event Charges</b>		
Community/charity event - head of anticipated event capacity minimum charge of £200 or charge per head whichever is highest.	£0.98	£1.00
Commercial event at a premium event site (Heaton Park, Platt Fields or Wythenshawe Park) minimum charge of £200 or charge per head whichever is highest.	£2.50	£2.55
Commercial event (All sites excluding above premium sites)	£2.25	£2.30
<b>Events – Rig and De Rig</b>		
<b>Premium Event Site</b>		
Small – Band 1-Capacity 1 -499	£310.00	£318
Medium Band 2 Capacity 500 – 4,999	£626.00	£643
Large Band 3 Capacity 5,000 – 19,999	£1,226.00	£1,259
Major - Band 4 Capacity 20,000+	£1,839.00	£1,889
<b>All Other Parks</b>		

Small – Band 1-Capacity 1 -499	£245.00	£252
Medium Band 2 Capacity 500 – 4,999	£489.00	£503
Large Band 3 Capacity 5,000 – 19,999	£980.00	£1,006
Major - Band 4 Capacity 20,000+	£1,469.00	£1,509
<b>Football Pitches</b>		
<b>Full Permit 30 Matches</b>		
Pitch Only – Booking League	£868.00	£891
Pitch and Dressing Room – Booking League	£946.00	£972
Pitch Dressing Room and Showers – Booking League	£1,108.00	£1,138
Pitch Only – Adult	£1,047.00	£1,075
Pitch and Dressing Room – Adult	£1,182.00	£1,214
Pitch Dressing Room and Showers – Adult	£1,311.00	£1,346
Pitch Only – Junior	£531.00	£546
Pitch and Dressing Room – Junior	£596.00	£612
Pitch Dressing Room and Showers – Junior	£660.00	£678
<b>Half Permit – 15 Matches</b>		
Pitch Only – Booking	£437.00	£448
Pitch and Dressing Room – Booking	£506.00	£520
Pitch Dressing Room and Showers – Booking	£573.00	£588
Pitch Only – Adult	£525.00	£539
Pitch and Dressing Room – Adult	£617.00	£634
Pitch Dressing Room and Showers – Adult	£681.00	£700
Pitch Only – Junior	£278.00	£285
Pitch and Dressing Room – Junior	£314.00	£322
Pitch Dressing Room and Showers – Junior	£343.00	£352
<b>Casual Booking Per Game</b>		
Pitch Only (Excl Vat)	£55.00	£56.48
Pitch and Dressing Room (Excl Vat)	£70.75	£72.66
Pitch Dressing Room and Showers (Excl Vat)	£82.25	£84.47

<b>Allotment Plots</b>		
Allotment Plots (Per Sq Metre)	30p	£0.45
Average Plot Size – Per annum	£76.20	£114
<b>Bereavement Services Sales Fees and Charges</b>		
Birch – New Grave and Burial – Both Resident	£2,174	£2,283
Combination	£2,594	£2,724
Both non resident	£3,679	£3,863
Beech – New Grave, with burial and chapel – Both Resident	£2,378	£2,497
Combination	£3,142	£3,299
Both non resident	£3,994	£4,194
Oak – With grave selection, burial and chapel – Both Resident	£2,657	£2,790
Combination	£3,504	£3,679
Both non resident	£4,453	£4,676
Private Baby Grave – Direct to grave (aged 4 and under) – Both Resident	£530	£557
Combination	£1,149	£1,206
Both non resident	£1,708	£1,793
Chestnut – Reopen direct to grave – resident	£998	£1,048
Non-Resident	£1,696	£1,781
Whitebeam – Reopen with chapel – resident	£1,133	£1,190



Non-Resident	£1,907	£2,002
Ash – Pre purchase of grave – resident	£1,801	£1,891
Non-Resident	£3,120	£3,276
Burial in shared public grave -resident	£215	£226
Non-Resident	£1,696	£1,781
Burial in shared public grave with chapel -resident	£334	£351
Non-Resident	£1,907	£2,002
NVF Burial in shared public grave - resident	£87	£91
Non-Resident	£163	£171
New Grave and burial in The Woodlands or The Meadow - Both resident	£1,880	£1,974
Non-Resident	£2,412	£2,533
Combination	£2,237	£2,349
Burial in existing Grave in The Woodlands or The Meadow - Both resident	£834	£876
Non-Resident	£1,047	£1,099
Woodland advance purchase – Resident	£1,389	£1,458
Non resident	£1,763	£1,851
New Grave and burial in Muslim Plots - Both resident	£2,573	£2,702
Non-Resident	£4,350	£4,568
Combination	£3,413	£3,584

New Grave and burial in Jewish Plots - Both resident	£2,044	£2,146
Non-Resident	£3,437	£3,609
Combination	£2,691	£2,826
Burial in Jewish Plots (re-opened)- resident	£1,069	£1,122
Non-Resident	£1,815	£1,906
<b>Cremations</b>		
ELM: Cremation & service with Side Chapel	£813	£854
Yew: Cremation & service with Centre Chapel	£980	£1,029
Environmental surcharge (mecury abatement)	£61	£64
Direct Cremation (selected times)	£441	£463
Simplicity Cremations (selected times)	£620	£651
<b>Burial or strewing of cremated remains</b>		
Walnut strewing under turf	£143	£150
Hazel strewing cremated remains from another crematorium	£129	£135
Sycamore Burial of ashes in an existing grave or cremation plot - resident	£348	£365
Sycamore Burial of ashes in an existing grave or cremation plot - non- resident	£573	£602
Pine purchase of new cremation plot (including first burial) - both resident	£1,602	£1,682
Pine purchase of new cremation plot (including first burial) - combination	£2,052	£2,155

Pine purchase of new cremation plot (including first burial) - both non-resident	£2,579	£2,708
<b>Products</b>		
Book of Remembrance	2 lines £150 (inc VAT)	2 lines £158 (inc VAT)
	5 lines £191 (inc VAT)	5 lines £201 (inc VAT)
	8 lines £263 (inc VAT)	8 lines £276 (inc VAT)
	Emblem £167 (inc VAT)	Emblem £175 (inc VAT)
Bench + Inscription	£1,301	£1,366
Bench plaque on shared bench	£529	£555
Bench lease renewal	£989	£1,038
Kerb plaque	£432	£454
Ceramic photo	£183	£192
Replacement plaque - tree	£125	£131
Replacement plaque -rose	£109	£114
Woodlands sandstone plaque	£342	£359
Woodlands sandstone plaque + Inscription	£162	£170
Wall plaque + inscription	£448	£470
Columbarium/Memorial tower	£912	£958
Columbarium/Memorial tower niche	£752	£790
Columbarium additional placing + adding inscription	£256	£269
Granite deskop stone + inscription	£770	£809
Granite cremation plot kerbs	£557	£585
Granite chippings (White)	£189	£198
Granite chippings (Coloured)	£218	£229

Granite Lawn Tablet	£557	£585
Memory Tree Leaf + Inscription (5 years)	£226	£237
Memory Tree Leaf + Inscription Motif	£254	£267
Memory Tree Leaf Lease Renewal	£173	£182
Marker stone + inscription	£167	£175
Public Stone	£205	£215
Right to Erect Stone	£213	£224
Replacement/Alteration of Headstone or memorial	£135	£142
Transfer of Exclusive Right of Burial without Stat Dec	£44	£46
Transfer of Exclusive Right of Burial with Stat Dec	£98	£103
Extra Grave width	£301	£316
Late alterations to grave	£394	£414
Mudstoning or staking of stone	£79	£83
Concrete Foundations	£227	£238
Removing kerbstones	£356	£374
Casket + urns (standard)	£85	£89
Additional 30 mins Side Chapel	£160	£168
Additional 30 mins Centre Chapel	£230	£242
<b>Waste and Recycling</b>		
New or replacement reuse bin	£23	£24
Bulky Collection – first bulky collection – 3 items		£0
Additional collections	£29	£30
<b>Pest Control</b>		
Rats (for a comprehensive treatment course consisting of up to 3 visits)	£53	£56
Mice (for a comprehensive treatment course consisting of up to 3 visits)	£91	£96

Cockroaches comprehensive treatment course consisting of up to 3 visits	£107	£112
Bed Bugs (A free survey is required before treatment can start. If the property is a House in Multiple Occupation (HMO), all rooms need to be treated at the same time. HMO's are classed as commercial properties further details available online <a href="http://www.manchester.gov.uk">www.manchester.gov.uk</a> )	From £133	From 140
Fleas (for one treatment visit)	£99	£104
Wasps (per wasp nest)	£76	£80
Ants (one treatment visit inside the home only)	£74	£78
Squirrels (for a comprehensive treatment course consisting of up to 3 visits)	£168	£176
Beetles (for one treatment visit)	£91	£96
<b>Wholesale &amp; Retail Markets</b>		
<b>Gorton Retail Market -</b>		
<b>Outdoor Market (trading Mon, Wed, Fri &amp; Sat &amp; gazebo provided)</b>		
1 stall, size 9 square metres - daily charge (net charge). Any day	£15.75	£15.75
2 stalls, size 18 square metres - daily charge (net charge). Any day	£28.33	£28.33
Service Charge - all areas charge per square metre (weekly charge)	£6.75	tbc
<b>Indoor Market (trading Mon to Sat), Service and rent charge. Service (net)</b>		
Rental Charge - Primary (hot food & high volume services) weekly per sq metre	£5.50	£5.50

Rental Charge - Secondary (Fresh food, services & direct sales) weekly per sq metre	£2.75	£2.75
Rental Charge - Tertiary (Dry goods and display areas) weekly per sq metre	£1.38	£1.38
Rental Charge - Sub Tertiary (Seating areas & discount new tenants) weekly per sq metre	£0.68	£0.68
Indoor Storage - weekly per sq metre	£2.07	£2.18
<b>Longsight Retail market</b>		
Permanent stalls (trading Wed, Fri & Sat) - charge per sq metre – 3 days depends on position.	£13.66	£14.00
Permanent stalls - additional trading day (Tuesday) daily charge	TBC	£16.84
Permanent stalls - additional trading day (Thursday) – daily charge	TBC	£15.06
Storage	£4.33	£4.55
<b>Casual stalls (trading Tues, Wed, Thurs, Fri &amp; Sat).</b>		
1 stall, size 8.7 square metres - daily charge (net charge). Tuesday	£37.98	TBC
1 stall, size 8.7 square metres - daily charge (net charge). Wednesday	£38.25	TBC
1 stall, size 8.7 square metres - daily charge (net charge). Thursday	£13.58	TBC
1 stall, size 8.7 square metres - daily charge (net charge). Friday	£38.25	TBC

1 stall, size 8.7 square metres - daily charge (net charge). Saturday	£46.35	TBC
<b>Casual stall - 1 stall, 3-day charge (net charge). Wed, Fri &amp; Sat</b>		
Outdoor standard	87.63	87.63
Outdoor Small	£79.66	£79.66
Storage various sizws weekly per sq metre	£4.33	£4.55
<b>Wythenshawe Retail Market</b>		
Outdoor Market - Kiosks	0	0
Outdoor Market - Permanent Stalls	0	0
Storage (Indoor)		
<b>New Smithfield Wholesale Market</b>		
Warehouse units on C & D Hallway - charge per square foot	£7	tbc
Warehouse units on A & B Hallway - charge per square foot	£6	tbc
Warehouse - F Units - charge per square foot	£5	tbc
Fish Market - charge per square foot	£6.66	tbc
Offices - charge per square foot	£15	tbc
<b>Market Rights</b>		
Markets Charge per Trading position - Up to 200 trading spaces	£4.75	£5.00

More than 200 trading spaces	£4.00	£4.20
Car Boot - Charge per trading position	£1.60	£1.60
Administration charge Generation of Market Rights Licence document	£55	£60
<b>Sunday Market and Car Boot</b>		
Annual Licence Charge - all traders – Market only	£100.00	£105
<b>Charge Per Trading Day</b>		
Car Boot Car (net)	£17.25	£18.11
Car Boot Van (net)	£23.00	£24.15
Market - New Items (net)	£34.50	£36.23
<b>Annual Charge for Food Traders</b>		
Ice Cream or Donuts - small operator (net) per annum	£1,575	£1,575
Hot Food - medium size operator (net) per annum	£4,725	£4,725
Large Operators - Meat van (net) per annum	£26,250	£26,250
Car Parking (net)	£2.08	£2.08
Concession Parking	£1.25	£1.25
<b>Specialist &amp; City Centre Markets</b>		
<b>Christmas</b>		
Food &/or beverage base rate-MCC per sq m	£38.15	£40.06
Food &/or beverage base rate-trader per sq m	£28.43	£29.85
Craft/produce/grocery/base rate -mccper sq m	£21.91	£23.01
Craft/produce/grocery/base rate-pitch per sq m	£19.92	£20.92



F&B space-sales/stand/storage/queue per sq m	£9.45	£9.92
Bespoke space per sq m	£9.05	£9.50
Cathedral gardens support ice rink per sq m	£9.96	£10.46
Cathedral Gardens per sq m	£28.43	£29.85
<b>Piccadilly Street Food Market</b>		
Chalet hire	£16.45	£17.27
<b>Arndale</b>		
Rent	£7.83	£8.22
Storage	£7.83	£8.22
<b>Highways Services</b>		
Vehicular Crossing Construction - Domestic	£900 to £1,938	From £1,500
Extension of a Vehicular Crossing	£546.37 to £1,220	from £850
H-Bar - Vehicle Driveway protection marking (Advisory marking only)	216.00	225.00
Disabled Parking Bay marking (Advisory marking only)	350.00	370.00
Skip Registration	159.00	167.00
Permit fee - Seven days maximum (registered provider)	40.00	42.00
Permit fee – Seven days maximum (non registered provider)	40.00	42.00
Removal of Unauthorised Skips	518.00	544.00
Scaffolding / Hoarding Permits - Administration Only	159.00	167.00
Inspection fee area up to 25m2 - in respect of Scaffolding / Hoarding Permits	81.00	86.00

Inspection fee area up to 50m2 - in respect of Scaffolding / Hoarding Permits	120.00	126.00
Inspection fee area up to 75m2 - in respect of Scaffolding / Hoarding Permits	159.00	167.00
Inspection fee area up to 100m2 - in respect of Scaffolding / Hoarding Permits	199.00	209.00
Inspection fee area up to 125m2 - in respect of Scaffolding / Hoarding Permits	240.00	252.00
Inspection fee area greater than 125m2 - in respect of Scaffolding / Hoarding Permits	280.00	294.00
Mobile Elevating Working Platform	81.00	86.00
Cranes	159.00	167.00
Crane Oversailing License	478.00	502.00
Steel Box or Container on Highway	159.00	167.00
Inspection fee - in respect of Steel Box or Container	81.00	86.00
Temporary Traffic Lights Approval	226.00	252.00
Emergency 5 day or 21-day Notice	752.00	837.00
Premeditated Temporary Traffic Regulation Order (TTRO)	2,265.00	2,522.00
Additional TTRO - having no more than one set of diversion plans or start date	1,284.00	1,430.00
Extension of premeditated TTRO up to Eighteen Months Maximum	1,209.00	1,347.00
No Time Limit premeditated TTRO	4,670.00	5,198.00
Town & Police Clauses and Section 16A Orders - Charitable Events / Street Parties	150.00	167.00
Town & Police Clauses and Section 16A Orders - Commercial Street Parties / Filming	601.00	669.00

TP&C / 16A Charge for Large Commercial Events lasting one day	2,929.00	3,261.00
TP&C / 16A Charge for Large Commercial Events lasting for more than one day	4,055.00	4,513.00
Additional TP&C / 16A Order per road or Order type for the same event	76.00	86.00
Recovery of staff time for removal of signs left on Highway	76.00	86.00
Producing / Checking / Approving Traffic Diversion plans	150.00	167.00
Additional checking fee for above over 2 hours	76.00	86.00
Provision and deployment of traffic management equipment for emergency works using Council Team	61.00	65.00
Provision and deployment of traffic management equipment for emergency works using a specialist provider. Initial charge: Up to four hours	406.00	427.00
Additional charge for weekday work: Four hours to eight hours	406.00	427.00
Additional charge for weekend work	406.00	427.00
Additional charge for weekday work: Four hours to eight hours	0.00	0.00
Additional charge for bank holiday work	610.00	641.00
Additional charge for work over eight hours	149.00	157.00
Daily safety checks	55.00	58.00
Weekly hire of traffic management equipment for each week or part thereof after initial deployment	137.00	144.00

Recovery of traffic management equipment	204.00	215.00
New Roads & Street Works Act (NRSWA) - Section 50 Licence / Sewer Connections / Foundation works and other Apparatus (registration and first 200m of inspection)	1,629.00	1,711.00
Fee to be retained if Licence is cancelled prior to the date it comes into force	319.00	335.00
Inspection of each additional 200m length of road disturbed	319.00	335.00
Excavations in the Highway (Opening Up Permit) - per street	399.00	419.00
Projection Over / Building Under Licence	478.00	502.00
Administration charge for processing requests for access to streets restricted by automatic bollards within the City Centre, outside of the prescribed times.	81.00	86.00
Street Naming and Numbering request - 1 Address	50.00	£60
Street Naming and Numbering request for each additional property up to 500 (includes new numbers and re-numbers).	10.50	£25 per property. Flat fee of £12,500 for over 500 addresses
Naming of a new street (plus legal fees as appropriate)	£30 per hour	£150 per street
Renaming of a street		£1500 per street
Adding a name to an existing building/renaming building		£30 per hour

Street Naming and Numbering enquiry	On enquiry	£30 per hour
Highway Searches / Plans and Enquiries - up to five questions	159.00	167.00
Highway Searches / Plans and Enquiries - each additional question	40.00	42.00
Meeting with third parties to consider the installation / construction of structures in connection with Utility company works / requirements above or below ground. Up to two hours including any travelling time.	159.00	167.00
Meeting with third parties to consider the installation / construction of structures in connection with Utility company works / requirements above or below ground for each additional hour or part thereof.	81.00	86.00
Hire of Signs for Street parties	40.00	42.00
Home watch Signs - Admin fee per application	81.00	86.00
Home watch Signs (per sign)	40.00	42.00
Development / Event Signing administration only - noncharitable events	159.00	167.00
Use of MCC furniture for event signs. Up to 2 months - noncharitable events	144.00	152.00
Use of MCC furniture for development signs. Up to 6 months	500.00	525.00
Water Leak Gritting charge	381.00	401.00
Make safe Stop Tap cover with grit	381.00	401.00

Repeat Inspection of Stop Tap covers	81.00	86.00
Public Path order	4,000.00	4,200.00
Base rate for undertaking works and duties.	81.00	86.00
<b>M Four Communications &amp; Language Support Service</b>		
Face to Face Interpretation	£22 per hour minimum charge 2 hours	£24 per hour minimum charge 2 hours
All Legal Interpretation (Minimum 1 hour, nearest half hour thereafter)	£32 per hour	£35 per hour
Telephone Interpretation - (Minimum 1 hour, nearest half hour thereafter)	£25 per hour	£27 per hour
Travel Expenditure -		
Car Mileage	45p per mile	45p per mile
Travel Time	£12 per hour outside Manchester	£13 per hour outside Manchester
Accessible and Alternative Information Formats – Various Formats	Price on application	Price on application
British Sign Language (Minimum first 3 hours £150)	£75 per hour	£80 per hour
Written Translations – Certificates, Marriage, Birth Death etc Minimum fee up to 00 words	£50 per certificate	£60 per certificate

Generic Written Translations – Minimum fee £30 up to 100 words – Rare languages may be charged at a higher rate – estimate provided	£150 per 1000 English Words	£160 per 1000 English Words
<b>M- Four Design Studios</b>		
<b>Commercial Rates</b>		
Art Direction and Design	£95 per hour	£100 per hour
Design	£95 per hour	£100 per hour
Filming, Editing and Photography	£85 per hour	£90 per hour
Creative Artwork	£75 per hour	£80 per hour
Artwork	£65 per hour	£70 per hour
Proofreading and sub editing	£65 per hour	£70 per hour
Account management	£85 per hour	£90 per hour
Copywriting	£75 per hour	£80 per hour
<b>Partner Rates</b>		
Art Direction and Design	£65 per hour	£70 per hour
Design	£65 per hour	£70 per hour
Filming, Editing and Photography	£55 per hour	£60 per hour
Creative Artwork	£55 per hour	£60 per hour
Artwork	£45 per hour	£50 per hour
Proofreading and sub editing	£45 per hour	£50 per hour
Account Management	£55 per hour	£60 per hour
Copywriting	£55 per hour	£60 per hour

<b>Registrars</b>		
Ceremony Approved Venue Mon-Fri	£501.50	£570.00
Ceremony Approved Venue Saturday	£601.50	£670.00
Ceremony Approved Venue Sunday	£701.50	£780.00
Ceremony Approved Venue Bank Holiday	£701.50	£780.00
Ceremony – Register Office Mon – Fri	£226.50	£280.00
Ceremony – Register Office Saturday am	£351.50	£410.00
Ceremony – Register Office Saturday pm	£377.50	£440.00
Ceremony - Private citizenship	£140.00	£180.00
Ceremony - Statutory	£57.00	£97.00
<b>Statutory Fees</b>		
<b>Buildings</b>		
Certification of place of meeting for religious worship	£32.00	£32.00
Application for registration of a building for the solemnization of marriages between a man and a woman—		
(a) where the building is already registered under section 43A of the Marriage Act 1949	£71.00	£71.00
(b) where the building is not already registered under Section 43A of the Marriage Act 1949	£136.00	£136.00
Application for registration of a building for the solemnization of marriages of same sex couples where—		
(a) the building is already registered under Section 41 of the Marriage Act 1949	£71.00	£71.00
b) the building is not already registered under Section 41 of the Marriage Act 1949	£136.00	£136.00
Joint application for the registration of a building for the solemnization of marriages between a man and a woman and of same sex couples	£136.00	£136.00



<b>Marriages</b>		
Recording a notice of marriage—		
(a) where both parties to the proposed marriage are exempt persons within the meaning of section 49 of the Immigration Act 2014	£42.00	£42.00
(b) in any other case	£57.00	£57.00
Attendance of superintendent registrar other than at that superintendent registrar's office for purpose of being given notice of marriage—		
(a) of a house-bound person	£57.00	£57.00
(b) of a detained person	£82.00	£82.00
Application to reduce the 28-day waiting period	£66.00	£66.00
Giving the required notice to a superintendent registrar for an application for a certificate of no impediment	£42.00	£42.00
Opinion letter by a superintendent registrar following consideration of the documents referred to in paragraph 5(1)(e), (f) or (i) of Schedule 3 to the Registration of Marriages Regulations 2015 provided as evidence of the ending of a previous marriage or civil partnership	£55.00	£55.00
Opinion letter by the Registrar General following consideration of the documents referred to in paragraph 5(1)(e), (f) or (i) of Schedule 3 to the Registration of Marriages Regulations 2015 provided to a superintendent registrar as evidence of the ending of a previous marriage or civil partnership	£83.00	£83.00

Registrar attending marriage at a registered building	£104.00	£104.00
Registrar attending marriage at a register office	£56.00	£56.00
Registrar attending marriage—		
(a) at the place where the house-bound person or persons usually resides	£98.00	£98.00
(b) at the place where the detained person or persons usually resides	£106.00	£106.00
Superintendent registrar attending marriage—		
(a) at the place where the house-bound person or persons usually resides	£101.00	£101.00
(b) at the place where the detained person or persons usually resides	£113.00	£113.00
General search of indexes of the entries in the marriage register and of the marriage register books kept by superintendent registrars	£20.00	£20.00
Standard service for a certified copy of an entry in the marriage register obtained from a registrar	£12.50	£14.50
Priority service for a certified copy of an entry in the marriage register obtained from a registrar	£38.50	£40.50
Standard service for certified copy of an entry in the marriage register or a marriage register book, obtained from a superintendent registrar	£12.50	£14.50
Priority service for certified copy of an entry in the marriage register or a marriage register book, obtained from a superintendent registrar	£38.50	£40.50

Correction of an error in an entry in a marriage register book (other than an error caused by a registrar when entering particulars in that marriage register book)	£99.00	£99.00
Correction of an error in an entry in the marriage register (other than an error caused by a registrar when entering particulars in the register)	£99.00	£99.00
Entry of notice of marriage to be solemnized on the authority of the Registrar General's licence	£4.00	£4.00
Issue of Registrar General's licence for marriage to be solemnized on the authority of that licence	£18.00	£18.00
Attendance at a marriage solemnized on the authority of the Registrar General's licence by—		
(a) a registrar	£2.50	£2.50
(b) a superintendent registrar	£2.50	£2.50
Giving the required notice to a superintendent registrar for an application for a certificate of no impediment	£42.00	£42.00
<b>Births and Deaths</b>		
A correction to a register of live-births, still-births, or deaths, relating to an error caused by a qualified informant concerning a live-birth, still-birth or death when providing information to the registrar of live-births, still-births, or deaths, by		
(a) the person with custody of the register	£83.00	£83.00

(b) the person with custody of the register on the authority of the Registrar General	£99.00	£99.00
General search of indexes kept by superintendent registrar	£20.00	£20.00
Standard service for certified copy of an entry in the register kept by the superintendent registrar	£12.50	£14.50
Priority service for certified copy of an entry in the register kept by the superintendent registrar	£38.50	£40.50
Standard service for certified copy of an entry in registers kept by registrars	£12.50	£14.50
Priority service for certified copy of an entry in the registers kept by registrars	£38.50	£40.50
Standard service for a short certificate of birth obtained from a registrar or superintendent registrar	£12.50	£14.50
Priority service for a short certificate of birth obtained from a registrar or superintendent registrar	£38.50	£40.50
Registration of name of child or of alteration of name	£44.00	£44.00
Issue of certificate of baptism where child's name altered or given	£1.50	£1.50
<b>Civil Partnerships</b>		
Attestation by an authorised person of the necessary declaration at a place provided by the registration authority –		
(a) where both parties to the proposed civil partnership are exempt persons within the meaning of section 49 of the Immigration Act 2014	£42.00	£42.00

(b) in any other case	£57.00	£57.00
Attendance of an authorised person at a place other than one provided by the registration authority, for the purpose of attesting the necessary declaration under the procedure for house-bound persons	£57.00	£57.00
Attendance of an authorised person at a place other than one provided by the registration authority, for the purpose of attesting the necessary declaration under the procedure for detained persons	£82.00	£82.00
Application to shorten the waiting period in relation to a civil partnership notice	£66.00	£66.00
Giving the required notice to a registration authority for an application for a certificate of no impediment	£38.50	£38.50
Opinion letter by the Registrar General following consideration of documents supplied to a registration authority under paragraph 4 of Schedule 3 to the Civil Partnership (Registration Provisions) Regulations 2005 as evidence of the ending of a previous civil partnership or marriage	£83.00	£83.00
Opinion letter by a registration authority following consideration of documents supplied to a registration authority under paragraph 4 of Schedule 3 to the Civil Partnership (Registration Provisions) Regulations 2005 as evidence of the ending of a previous civil partnership or marriage	£55.00	£55.00
Signing by the civil partnership registrar of the civil partnership schedule	£56.00	£56.00

Attendance of the civil partnership registrar for the purpose of signing the civil partnership schedule under the procedure for house-bound persons	£98.00	£98.00
Attendance of the civil partnership registrar for the purpose of signing the civil partnership schedule under the procedure for detained persons	£106.00	£106.00
Attestation by an authorised person of the necessary declaration under the special procedure	£4.00	£4.00
Issue of Registrar General's licence	£18.00	£18.00
Attendance of the civil partnership registrar in whose presence the Registrar General's licence is signed	£2.50	£2.50
Standard service for a certified copy of an entry in the civil partnership register issued by a registration authority	£12.50	£14.50
Priority service for a certified copy of an entry in the civil partnership register issued by a registration authority	£38.50	£40.50
A correction to an entry in the civil partnership register, other than a correction relating to an error caused by the registration authority when information was recorded in the register	£99.00	£99.00
<b>Conversions</b>		
Conversion of civil partnership in accordance with the standard procedure	£50.00	£50.00
Conversion of civil partnership in accordance with the procedure for housebound persons	£109.00	£109.00
Conversion of civil partnership in accordance with the procedure for detained persons	£129.00	£129.00

Conversion if a civil partnership according to the special procedure	£18.00	£18.00
The first stage of the procedure for conversion of civil partnership in accordance with the two-stage procedure for conversion on secular premises	£30.00	£30.00
Conversion of civil partnership in accordance with the two-stage procedure for conversion on religious premises		
(a) for the first stage of the procedure	£30.00	£30.00
(b) for the second stage of the procedure	£101.00	£101.00
Standard service for a certified copy of an entry relating to a marriage in the conversion register issued by the superintendent registrar	£12.50	£14.50
Priority service for a certified copy of an entry relating to a marriage in the conversion register issued by the superintendent registrar	£38.50	£40.50
Correction of an entry in the conversion register, other than a correction relating to an error caused by the superintendent registrar when information was recorded in the register.	£99.00	£99.00