



BRE Global Limited
Approved Certifiers of Design (Section 6 – Energy) for
Domestic and Non- Domestic Buildings

Fee Sheet

The fees set out in this document are effective from 14 July 2020 until further notice

Joining Fee

Approved Body and 1x Approved Certifier (additional Certifiers incur additional costs as outlined under 'other scheme fees' below)	£400.00
Sole Practitioners (SP-ACD) (Includes 1x Approved Certifier)	£350.00

Annual Membership Renewal Fee

Approved Certifiers (Individuals – (I-ACD))	£50.00 per certifier
Approved Bodies	£350.00
Sole Practitioners (SP-ACD) (Includes 1 approved certifier membership)	£350.00

Examination Fee

ACD Part 3 – Day 4 (Compulsory)	£625.00
---------------------------------	---------

Exam Re-sit fee

Applies to a re-sit following failure to receive the required standard in the examination.

Cost per re-sit module:	£225.00
-------------------------	---------

N.B. If candidate is re-sitting full exam a total fee applies of:	£625.00
---	---------

<u>AB Audit fee (per day)</u>	£600.00
-------------------------------	---------

Audits are carried out on site, and are required for Re-certification of membership at 3 year intervals.



BRE Global Limited
Approved Certifiers of Design (Section 6 – Energy) for
Domestic and Non- Domestic Buildings

Fee Sheet

Other Scheme fees

Replacement of ACD or AB membership Certificates: £50.00

Application to change status from Sole Practitioner to Approved Body: £175.00
(NB: An additional £50 annual membership fee will also be applicable at future annual renewals)

Application to add an additional Approved Certifier: £250.00
(NB: An additional £50 annual membership fee will also be applicable at future annual renewals)

Issuing ACD 'certificates of design':
1% of the warrant fee, with a minimum fee of £25 to be charged per certificate.

General

If an arranged examination is cancelled by the candidate, the following charges will apply:

- 0-14 days in advance of the examination : 100% of the examination fee
- 14-28 days in advance of the examination : 50% of the examination fee
- Greater than 28 days in advance of the examination : 25% of the examination fee
- No refund will be given in the event of non-attendance

If a pre-arranged audit at the Approved Body's office is cancelled by the Approved Body, the following charges will apply:

- No refund will be given in the event of cancellation on the day.
- Cancellation 1-7 days in advance of the audit: 25% of the audit fee plus any T&S charges already incurred.

VAT

All fees given are exclusive of VAT, which will be charged at the prevailing rate.