

breglobal	<b>FEE SHEET</b>	Doc No:	FS 059
		Revision No:	01
<b>Environmental Profiles Of Construction Products Fee Sheet</b>		Date:	13 October 2011
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**The fees set out in this document are effective from 1 April 2011 until further notice. All fees quoted are exclusive of VAT.**

This fee sheet sets out indicative and set fees for environmental profile certification based on a set of assumptions.

Upon receipt of a signed application form and the application fee, a proposal will be generated to include all fees associated with the assessment and ongoing maintenance.

The fees that will be used to prepare the quotation include:

Application and first year fees	Fee (excluding VAT)
<b>Application Fee</b> - This fee covers the cost of us processing an application and preparing a unique proposal, and is non-refundable. This should be sent with the application form.	<b>£600</b>
<b>Initial data assessment</b> The initial assessment fee for an Environmental Profile varies according to several factors, such as: <ul style="list-style-type: none"> <li>• the number of sites</li> <li>• input materials</li> <li>• products or product groups</li> <li>• building elements to be modelled</li> <li>• any other issue that may require further processing, for example supplier data or extra specifications.</li> </ul> An estimate of travel costs for the site visit are also included.	<b>Varies according to factors listed.</b>
<b>Certification fee, this will comprise:</b> <ul style="list-style-type: none"> <li>• Verification and certification of the data at the manufacturing facility.</li> <li>• The provision of the Environmental Profile Certificates.</li> <li>• Preparation of Environmental Profiles</li> </ul>	<b>Varies according to factors listed above.</b>
<b>Building elements</b> Three building elements are included in the Environmental Profile fee. Extra elements may be requested and will be charged as follows: <ul style="list-style-type: none"> <li>• new specifications need to be built</li> <li>• a single component is being substituted</li> </ul>	<b>£250 £100</b>
<b>Pre-Assessment Meeting</b> The compulsory pre-assessment meeting, to be held at your site at a mutually convenient date following contract acceptance, covers the following: <ul style="list-style-type: none"> <li>• Guidance on completion of the Data Collection Form</li> <li>• Discussion on timescales</li> <li>• Review of the proposal and agreed building elements</li> <li>• Site tour and review of process from supplied flow chart</li> </ul>	
<b>Pre-Assessment Meeting within the UK</b>	<b>£600 + travel costs</b>
<b>Pre-Assessment Meeting outside the UK</b>	<b>£600 + travel &amp; subsistence costs</b>

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Annual Scheme fees	
<b>Annual Verification</b> - Certification is maintained through annual review of your data at BRE Global. The costs for annual verification will be stated within the proposal and is based on 2011 prices, subject to change. Note, where the data shows a variation of more than 10% a verification visit and a full recalculation will be required at additional cost.	
<b>GreenBookLive Listing fee</b> - This fee includes an entry on <a href="http://www.greenbooklive.com">www.greenbooklive.com</a> and covers; list and website administration, promotion of the list of products and services, and customer enquiries.	<b>£350 per company plus £100 per certificate</b>

Additional Visits and Requirements	
Follow up visits may be required where major non-compliances are found or the assessment visit cannot be conducted within the time specified in the original proposal (due to the availability or location of sites)  Special visits (e.g. to investigate complaints)	<b>£650 per day plus all travel and subsistence fees</b>
<b>Certificate Amendment</b> fees including changes to company name/ address and product names.  <b>For fees relating to technical changes, will be dependant on the factors listed in the Initial Data Assessment</b>	<b>From £250</b>

Travel & subsistence expenses	
All visit costs are subject to the addition of travel and subsistence expenses as detailed below	
Car Travel (within UK) Radius Bands are based on the average of outward and return distances travelled by assessors.	Band A up to 50 miles : £50 Band B 51 -100 miles : £100 Band C 101 – 150 miles : £150 Band D > 150 miles: £50 per 50 miles
Air, Rail and Sea Travel (if necessary)	Actual costs
Hotel expenses + meals	Actual costs

General	
<b>VAT</b> - All fees given are exclusive of VAT, which will be charged at the prevailing rate.	
<b>Cancellation of Visits</b> If an arranged site visit is cancelled, the following charges will apply: <ul style="list-style-type: none"> <li>• Notice of cancellation is less than 16 working days in advance of the visit, 100% of the fee will be charged.</li> <li>• Notice of cancellation is 16 - 30 working days in advance of the visit, 50% of the fee will be charged.</li> </ul>	
<b>Postponement of Visits</b> (Where a new date is agreed immediately) <ul style="list-style-type: none"> <li>• Notice of postponement is less than 16 working days in advance of the visit, £650 plus all travel costs incurred will be charged.</li> <li>• Notice of postponement is 16 - 30 working days in advance of the visit, £325 plus all travel costs incurred will be charged.</li> </ul>	

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