

2010/11 Gross Fees £	Vat Increase 2.50% £	2011/12 Gross Fees £	% inc 3%	2011/12 Gross Fees £	Vat included in fee	2011/12 Net Fee	Vat Rate	Discounted Rates/Off Peak (where applicable)
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CHIEF EXECUTIVES

COMMUNITY ENGAGEMENT & COHESION

Interpretation Work Commissioned by Courts

Per hour - (minimum 2 hours) plus travelling expenses incurred	31.70
Cancellation Fee	51.10
Emergency Interpreting - additional fee for arranging interpretations within 2 working days	30.65

Translation Work (Service ended)

Public Agencies & Private Businesses

Min charge for one piece of work up to 100 words	35.75
Per 100 words after initial 100 words (includes translation & typesetting but may be additional costs for layout/design)	20.45

Voluntary Sector, Community & Faith Organisations & Private Individuals

Min charge for one piece of work up to 100 words	35.75
Per 100 words after initial 100 words (includes translation & typesetting but may be additional costs for layout/design)	13.30

Typesetting - per 100 words	9.20
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Emergency Translation - additional charge of 25% for any work requested to be completed within 2 working days.

Administration Fee for Searches, Document Updates etc - per document	25.55
Marriage Certificate (Urdu/Bengali)	61.30
Marriage Certificate (other languages - as per quote) minimum fee	81.75
Swearing of Affidavits - charged on time spent basis - Min 1 hour	31.70

Service no longer provided