

Sheffield City Council

Fees for Mandatory Licensing of Houses in Multiple Occupation (HMOs)

From 1st February 2024

New application fees

Bedrooms	Part 1*	Part 2**	Total
Up to 5	£725	£460	£1,185
6-9	£850	£540	£1,390
10-14	£1,030	£660	£1,690
15-19	£1,275	£815	£2,090
20-24	£1,580	£1010	£2,590
25-49	£1,945	£1,245	£3,190
50+	£2,375	£1,515	£3,890

Renewal application fees

Bedrooms	Part 1*	Part 2**	Total
Up to 5	£675	£460	£1,135
6-9	£800	£540	£1,340
10-14	£980	£660	£1,640
15-19	£1,225	£815	£2,040
20-24	£1,530	£1,010	£2,540
25-49	£1,895	£1,245	£3,140
50+	£2,325	£1,515	£3,840

Other applicable fees

Invalid application	£150	<i>where a valid application is not submitted at point of application, added to Part 1 fee</i>
Additional compliance monitoring fee	£500	<i>following failure to apply to the local authority for a licence, added to Part 2 fee</i>
Missed appointment	£100	<i>per instance, added to Part 2 fee</i>
Appointment cancelled within 24 hours	£100	<i>per instance, added to Part 2 fee</i>

Discounts

Discretionary discount for EPC rating C and above	£50	<i>applied to Part 2 fee</i>
---	-----	------------------------------

* Part 1 fee due with initial application

** Part 2 fee due following issue of draft licence

