



Scope of this bulletin

This bulletin gives details of the new Land Registration Fee Order 2009, which will come into effect on 6 July 2009. It covers the main changes in fees and is aimed at conveyancers, other legal advisers and members of the public.

The Land Registration Fee Order 2009

Contact details

You can obtain copies of this and all our other bulletins and guides free from any Land Registry office, and view or download them from our website in English and Welsh.

This publication can be made available in alternative formats on request. If you or any of your colleagues require an alternative format please contact Customer Service at Land Registry Head Office.

You can find details of Land Registry offices, telephone numbers and opening times on our website. Telephone numbers are also listed under 'Land Registry' in the Phone Book.

www.landregistry.gov.uk

1 Abbreviations used

In this bulletin:
'Fee Order' means the Land Registration Fee Order 2009;
'LRA 2002' means the Land Registration Act 2002;
'LRR 2003' means the Land Registration Rules 2003;
'CLRA 2002' means the Commonhold and Leasehold Reform Act 2002.

2 Introduction

The new Fee Order will come into effect on 6 July 2009. It will replace the Land Registration Fee Order 2006, which came into effect on 7 August 2006.

There are increases to all Land Registry fees.

3 Summary of main changes

- The scale and fixed fees payable on substantive applications have been increased. There is still a reduction of 25 per cent in fees for voluntary first registrations.
- The fees payable for applications for an inspection, official copy and official search have been increased. There is still a reduced fee where these applications are made from a remote terminal.

- The fees payable in respect of commonhold applications have been increased.
- There is now a fee payable for all searches of the index map (including those which do not reveal a title number) and the method of assessing the fee (based on the number of titles revealed on the result of the search) has been revised. Although not specified in the Fee Order, if you wish to pay the fee for the search of the index map by way of a Land Registry account and the fee will exceed £25 we will contact you before debiting your account. If you are paying by cheque, please enclose a cheque for the minimum fee of £5 and we will contact you if an additional fee is payable. Ninety-six per cent of searches of the index map reveal fewer than five title numbers.
- There is no longer a separate fee payable for supplying a title number in connection with an application for an official copy (or inspection) – the fee for the provision of each copy (or inspection) will cover the cost of the provision of the title number. We will continue to accept official

copy requests which quote a postal address (for example, 145 High Street, Anytown). Although not specified in the Fee Order, to avoid misuse of this new arrangement, we will reject 'please supply title number' applications with a non-postal address (for instance 'land on the west side of High Street, Anytown' or '33 Cannon Road and land adjoining, Anytown'). We will reject 'please supply title number' official copy applications which are accompanied by a plan even if the property has a postal address. We will also reject 'please supply title number' official copy applications if the number of title numbers revealed exceeds five. Where we reject these applications we will request that you apply using form SIM.

- There is no longer a maximum fee for applications made under r.140, LRR 2003 (applications for official copies, inspections, searches of the index map and searches of the index of manors and franchises in connection with court proceedings, insolvency and tax liability).
- The fees payable for large scale applications have been increased. There is no longer a maximum fee payable for such applications (other than first registrations, for which the maximum fee payable has been increased).
- The fee for the issue of a certificate of inspection of a title plan (form CI) will be payable for each certificate.

Details of all the new fees are given below.

4 Scale 1 fees

A Scale 1 fee is payable on applications for:

- the first registration of a freehold or leasehold estate, franchise or profit
- the registration of the grant of a lease
- the registration of a transfer of a registered estate for monetary consideration
- the registration of a surrender of a leasehold estate for monetary consideration.

Amount or value	New fee	Previous fee	Reduced fee for voluntary registration. New fee	Reduced fee for voluntary registration. Previous fee
£	£	£	£	£
0-50,000	50	40	40	30
50,001-80,000	80	60	60	45
80,001-100,000	130	100	100	75
100,001-200,000	200	150	150	110
200,001-500,000	280	220	210	165
500,001-1,000,000	550	420	410	315
1,000,001 and over	920	700	690	525

5 Scale 2 fees

A Scale 2 fee is payable on applications for the registration of:

- a transfer of a registered estate otherwise than for monetary consideration
- a surrender of a registered leasehold estate otherwise than for monetary consideration
- a transfer of a registered estate by operation of law on death or bankruptcy, of an individual proprietor
- an assent of a registered estate (including a vesting assent)
- an appropriation of a registered estate
- a vesting order or declaration
- an alteration of the register

- a transfer of a registered estate made pursuant to an order of the Court (under the Matrimonial Causes Act 1973 or the Civil Partnership Act 2004)
- a charge
- a transfer of a registered charge.

NB: In general terms, there is an abatement of the fee for the application for the registration of a charge if the application accompanies a Scale 1 or Scale 2 application. For example, in a typical house purchase, a Scale 1 fee would be charged for the registration of the transfer to the buyer, but no fee charged for the registration of the charge (mortgage).

Amount or value	New fee	Previous fee
£	£	£
0-100,000	50	40
100,001-200,000	70	50
200,001-500,000	90	70
500,001-1,000,000	130	100
1,000,001 and over	260	200

6 Fixed fee applications

Application	New fee £	Previous fee £
<p>(1) To register:</p> <p>(a) a standard form of restriction contained in Schedule 4, LRR 2003</p> <p>(b) a notice (other than a notice to which s.117(2)(b), LRA 2002 applies), or</p> <p>(c) a new or additional beneficiary of a unilateral notice</p> <p>– total fee for up to three registered titles affected</p> <p>– additional fee for each subsequent registered title affected</p> <p>Provided that no such fee is payable if, in relation to each registered title affected, the application is accompanied by a scale fee application or another application which attracts a fee under this paragraph.</p>	<p>50</p> <p>25</p>	<p>40</p> <p>20</p>
<p>(2) To register a restriction in a form not contained in Schedule 4, LRR 2003 – for each registered title</p>	100	80
<p>(3) To register a caution against first registration (other than a caution to which s.117(2)(a), LRA 2002 applies)</p>	50	40
<p>(4) To alter the cautions register – for each individual caution register</p>	50	40
<p>(5) To close or partly close a registered leasehold or a registered rentcharge title other than on surrender – for each registered title closed or partly closed</p> <p>Provided that no such fee is payable if the application is accompanied by a scale fee application.</p>	50	40
<p>(6) To upgrade from one class of registered title to another</p> <p>Provided that no such fee is payable if the application for upgrading is accompanied by a scale fee application.</p>	50	40
<p>(7) To cancel an entry in the register of notice of an unregistered rentcharge which has determined – for each registered title affected</p> <p>Provided that no such fee is payable if the application is accompanied by a scale fee application.</p>	50	40
<p>(8) To enter or remove a record of a defect in title pursuant to s.64(1), LRA 2002</p> <p>Provided that no such fee is payable if the application is accompanied by a scale fee application.</p>	50	40
<p>(9) An outline application made under r.54, LRR 2003:</p> <p>– where delivered from a remote terminal</p> <p>– where delivered by any other permitted means</p> <p>Such fee is payable in addition to any other fee which is payable in respect of the application.</p>	<p>3</p> <p>6</p>	<p>2</p> <p>4</p>
<p>(10) For an order in respect of a restriction under s.41(2), LRA 2002 – for each registered title affected</p>	50	40
<p>(11) To register a person in adverse possession of a registered estate – for each registered title affected</p>	150	100

(12) For registration as a person entitled to be notified of an application for adverse possession – for each registered title affected	50	40
(13) For the determination of the exact line of a boundary under r.118, LRR 2003 – for each application	100	80
(14) To register a freehold estate in land as a freehold estate in commonhold land which is not accompanied by a statement under s.9(1)(b), CLRA 2002:		
(a) up to 20 commonhold units	50	40
(b) for every 20 commonhold units, or up to 20 commonhold units, thereafter	15	10
(15) To add land to a commonhold:		
(a) adding land to the common parts title	50	40
(b) adding land to a commonhold unit	50	40
(c) adding commonhold units:		
– up to 20 commonhold units	50	40
– for every 20 commonhold units, or up to 20 commonhold units, thereafter	15	10
(16) To apply for a freehold estate in land to cease to be registered as a freehold estate in commonhold land during the transitional period, as defined in the CLRA 2002	50	40
(17) To register a freehold estate in land as a freehold estate in commonhold land, which is accompanied by a statement under s.9(1)(b), CLRA 2002:		
– for each commonhold unit converted	50	40
(18) To register an amended commonhold community statement which changes the extent of the common parts or any commonhold unit:		
(a) for the common parts	50	40
(b) for up to three commonhold units	50	40
(c) for each subsequent commonhold unit	25	20
Provided that no such fee shall be payable if, in relation to each registered title affected, the application is accompanied by a scale fee application or another application that attracts a fee under this Part.		
(19) To register an amended commonhold community statement, which does not change the extent of a registered title within the commonhold	50	40
Provided that no such fee shall be payable if, in relation to each registered title affected, the application is accompanied by a scale fee application or another application that attracts a fee under this Part.		
(20) To register an alteration to the Memorandum or Articles of Association of a commonhold association	50	40
(21) To make a termination application – for each registered title affected	50	40
(22) To note the surrender of a development right under s.58, CLRA 2002	50	40

7 Information services – inspection and copying

Application	New fee £	Previous fee £
(1) Inspection, from a remote terminal: (a) for each individual register (b) for each title plan (c) for any or all of the documents (other than leases) referred to in an individual register – for each registered title (d) for each lease kept by the registrar which is referred to in an individual register or which relates to an application to him (e) for the individual register and title plan of a commonhold common parts title – for each registered title (f) for each individual caution register (g) for each caution plan (h) for any other document kept by the registrar which relates to an application to him – for each document	4 4 6 12 4 4 4 6	3 3 5 10 3 3 3 5
(2) Inspection (otherwise than under paragraph (1)): (a) for each individual register (b) for each title plan (c) for any or all of the documents (other than leases) referred to in an individual register – for each registered title (d) for each lease kept by the registrar which is referred to in an individual register or which relates to an application to him (e) for the individual register and title plan of a commonhold common parts title – for each registered title (f) for each individual caution register (g) for each caution plan (h) for any other document kept by the registrar which relates to an application to him – for each document	8 8 12 24 8 8 8 12	6 6 10 20 6 6 6 10
(3) Official copy in respect of a registered title: (a) for each individual register: (i) where an official copy in electronic form is requested from a remote terminal (ii) where an official copy in paper form is requested by any permitted means (b) for each title plan (i) where an official copy in electronic form is requested from a remote terminal (ii) where an official copy in paper form is requested by any permitted means (c) for each commonhold common parts individual register and title plan: (i) where an official copy in electronic form is requested from a remote terminal (ii) where an official copy in paper form is requested by any permitted means	4 8 4 8 4 8	3 6 3 6 3 6

(4) Official copy in respect of the cautions register (a) for each individual caution register (i) where an official copy in electronic form is requested from a remote terminal (ii) where an official copy in paper form is requested by any permitted means (b) for each caution plan (i) where an official copy in electronic form is requested from a remote terminal (ii) where an official copy in paper form is requested by any permitted means	4 8 4 8	3 6 3 6
(5) Official copy of any or all of the documents (other than a lease) referred to in an individual register – for each registered title (a) where an official copy in electronic form is requested from a remote terminal (b) where an official copy in paper form is requested by any permitted means	6 12	5 10
(6) Official copy of a lease kept by the registrar which is referred to in an individual register or which relates to an application to him – for each lease (a) where an official copy in electronic form is requested from a remote terminal and a copy of the lease is held in electronic form by the registrar (b) where an official copy in electronic form is requested from a remote terminal and a copy of the lease is not held in electronic form by the registrar (c) where an official copy in paper form is requested by any permitted means	12 24 24	10 20 20
(7) Official copy of any other document kept by the registrar which relates to an application to him – for each document (a) where an official copy in electronic form is requested from a remote terminal and a copy of the document is held in electronic form by the registrar (b) where an official copy in electronic form is requested from a remote terminal and a copy of the document is not held in electronic form by the registrar (c) where an official copy in paper form is requested by any permitted means	6 12 12	5 10 10
(8) Copy of an historical edition of a registered title (or of part of the edition where r.144(4), LRR 2003 applies) – for each title	10	8

8 Information services – searches

Application	New fee £	Previous fee £
(1) An official search of an individual register or of a pending first registration application made to the registrar from a remote terminal – for each title	4	3
(2) An official search of an individual register by a mortgagee for the purpose of s,56(3), Family Law Act 1996 made to the registrar from a remote terminal	4	3
(3) An official search of an individual register or of a pending first registration application other than as described in paragraphs (1) and (2) – for each title	8	6
(4) The issue of a certificate of inspection of a title plan	8	6
(5) An official search of the index map – (a) where no or not more than five registered titles are disclosed (b) where more than five registered titles are disclosed – (i) for the first five titles (ii) for every 10 titles, or up to 10 titles, thereafter	5 5 3	No fee where not more than 10 titles are disclosed. £4 per title in excess of 10
(6) Search of the index of proprietors' names – for each name	12	10
(7) An official search of the index of relating franchises and manors – for each administrative area (a) where the application is made from a remote terminal (b) where the application is made by any other permitted means	4 8	6 6

9 Other services

Application	New fee £	Previous fee £
(1) Application for return of a document under r.204, LRR 2003	10	8
(2) Application that the registrar designate a document an exempt information document	26	20

10 Large scale applications (Article 6)

In general terms, large scale applications are applications for first registration or to register a transfer or charge which affect 20 or more land units (a land unit is a single title, if registered or, a separate area of land, if unregistered). The fee payable is the greater of (a) the scale fee or (b) the fee calculated on the basis set out in the table below.

	New fee	Previous fee
(1) Where the application relates to not more than 500 land units	£12 for each land unit	£10 for each land unit
(2) Where the application relates to more than 500 land units	£6,000 plus £6 for each land unit in excess of 500	£5,000 plus £5 for each land unit in excess of 500

NB: The maximum fee for large scale applications has been increased from £40,000 to £52,000 and the maximum fee will now apply only to large scale applications for first registration.

11 Other applications

Application	New fee £	Previous fee £
Minimum fee for the registration of title to a lease or for the registration of the grant of a lease	50	40
First registration of a rentcharge	50	40
Application where no other fee is prescribed	50	40
The amount payable where the fee is not immediately quantifiable	50	40

12 Additional information

12.1 Where can I purchase copies of the Fee Order?

The Fee Order may be purchased from The Stationery Office or viewed or downloaded from its website at www.opsi.gov.uk

12.2 Is Land Registry preparing ready reference guides?

Yes. Land Registry will be preparing two new ready reference guides, covering registration services and information services, which will be available for viewing and downloading free of charge on our website www.landregistry.gov.uk

Copies of the guides are also available from any Land Registry office.

12.3 When should I start to apply the new Fee Order?

The Fee Order will apply to all applications received at Land Registry offices on or after 6 July 2009.

12.4 Where can I get further information?

The Fee Order, ready reference guides and online fee calculator can all be viewed on our website at www.landregistry.gov.uk

13 Why is the new Fee Order being introduced?

This is the first time that there have been increases in Land Registry's scale and fixed fees for substantive applications since 1993. We last increased our fees for information services in 2006. As a government agency with trading fund status we need to cover our operating costs and return on capital employed from our fee income. Due to the downturn in the property market and the deterioration in the economy generally, our intakes of work fell heavily in 2008 and 2009 leading to an unsustainable reduction in our fee income.

Although a range of measures has already been taken to cut costs, including a voluntary redundancy scheme and an accelerated plan to merge offices, the increases are, regrettably, unavoidable. We would not be able to cover our operating costs without increases in our fees.

14 Enquiries and comments

If you have a particular concern which is not covered by this bulletin, please contact Land Registry in advance of the transaction – see the *Contact details* panel on the front cover of this bulletin. If the transaction is particularly complex, it may be better if you make your enquiry at the Land Registry office which will process your application.

If you have any comments or suggestions about our bulletins or guides, please send them to:
Registration Change Group
Land Registry
Lincoln's Inn Fields
London
WC2A 3PH
(DX 1098 London/Chancery Lane)

You can also email fee comments and questions to:
fees@landregistry.gsi.gov.uk

Land Registry advisory policy

We offer advice to our customers through our publications and enquiry services and through the day-to-day handling of applications.

We provide factual information including official copies of registers, title plans and documents, searches and details of our forms and fees.

We provide procedural advice to explain how the land registration system works and how to make applications correctly. This includes:

- advice in advance of an application, where this is requested
- where an application is defective, advice as to the nature of the problem and what options, if any, are available to put it right
- an approval service for estate layout plans and certain other land registration documents.

There are limits to the advice that we will provide. We will not provide legal advice.

This means that:

- we will not approve the evidence to be produced in support of a registration application before we receive the application
- apart from procedural advice, we will not advise on what action to take
- we will not recommend a professional adviser but can explain how to find one.

We provide advice only about real cases, not about theoretical circumstances. We will not express a view on questions where the law is complex or unclear except where the question arises on a live registration application.

In providing this factual information and procedural advice we will:

- be impartial
- recognise that others may be affected by what we say
- avoid any conflict of interest.

Information in this bulletin

The information in this publication is for the purpose of providing general guidance about Land Registry's procedures and policies. It is intended only as a guide and does not cover every situation that may arise. It also does not limit Land Registry's ability to use its discretion when appropriate to do so, within the land registration legislation.

Peter Collis
Chief Land Registrar

© Crown copyright 2009 Land Registry
Not to be reproduced without permission from
The Forms Unit, Land Registry (under the delegated
authority from the Controller of HMSO), 32 Lincoln's Inn
Fields, London WC2A 3PH

Designed and produced by:
Land Registry, Head Office Corporate Publishing,
32 Lincoln's Inn Fields, London WC2A 3PH