

# HMO Licence Fees & Charges from 1st January 2026

Payments can only be made online

[www.warwickdc.gov.uk/hmo](http://www.warwickdc.gov.uk/hmo)

## Stage 1 and Stage 2 Fees

All applicants are now required to submit their fees in 2 stages.

- **Stage 1** licence fee to be paid when submitting a licence application and will cover initial application processing costs.
- **Stage 2** licence fee to be paid once the Council has decided to issue a licence, at draft licence stage. Licence will only be issued once Stage 2 fee is paid.

**If you submitted an application prior to 1<sup>st</sup> January 2026 and now need to make a Stage 2 payment to obtain your licence, please contact us to check the fee. If you are unsure when you submitted your application please email [addhmo.admin@warwickdc.gov.uk](mailto:addhmo.admin@warwickdc.gov.uk)**

**The following fees are applicable for all applications submitted from 1<sup>st</sup> January 2026:**

<b>Standard Initial Application Fees for Additional and Mandatory Licensing</b>	<b>2026</b>	<b>2026</b>	
<b>Number of occupants</b>	<b>Stage 1 Fee</b>	<b>Stage 2 Fee</b>	<b>Total</b>
3-5	£819.00	£273.00	£1092.00
6-12	£948.00	£316.00	£1264.00
13-20	£1086.00	£362.00	£1448.00
21+	£1254.00	£418.00	£1672.00

<b>Renewal Application Fees for Mandatory Licensing</b>	<b>2026</b>	<b>2026</b>	
<b>Number of occupants</b>	<b>Stage 1 Fee</b>	<b>Stage 2 Fee</b>	<b>Total</b>
3-5	£635.00	£212.00	£847.00
6-12	£730.00	£244.00	£974.00
13-20	£840.00	£280.00	£1120.00
21+	£967.00	£322.00	£1289.00

<b>Administrative Charges</b>	<b>2026</b>
<b>Late Documents Charge</b>  A charge will be made if any documents/application fee have not been received within 14 days of being requested by the Council	£80.00
<b>Late Licence Renewal Application Charge</b>  Where a licence application is received by the Council after the expiry date of the existing licence.  Failure to submit an application beyond the expiry date of an existing licence will also leave the landlord/manager liable to enforcement action in addition to any administrative charge.	£157.50
<b>Additional Photocopying</b> <i>(Per Document)</i>	£33.00

### Additional Licence Applications submitted before 15<sup>th</sup> March 2024

<b>Discounted Fees for Additional Licensing</b>			
<b>Number of occupants</b>	<b>Stage 1 Fee</b>	<b>Stage 2 Fee</b>	<b>Total</b>
3-5	no longer available	£200	£800
6-12	no longer available	£231	£926

### Additional Licence Applications submitted 15<sup>th</sup> March 2024 to 31<sup>st</sup> December 2024

<b>Standard Initial Application Fees for Additional Licensing</b>	<b>2024</b>	<b>2024</b>	
<b>Number of occupants</b>	<b>Stage 1 Fee</b>	<b>Stage 2 Fee</b>	<b>Total</b>
3-5	no longer available	£241.00	£964
6-12	no longer available	£279.00	£1116
13-20	no longer available	£319.00	£1278
21+	no longer available	£369.00	£1476

### Additional Licence Applications submitted 2025

<b>Standard Initial Application Fees for Additional Licensing</b>	<b>2025</b>	<b>2025</b>	
<b>Number of occupants</b>	<b>Stage 1 Fee</b>	<b>Stage 2 Fee</b>	<b>Total</b>
3-5	no longer available	£265.00	£1060.40
6-12	no longer available	£306.00	£1227.60
13-20	no longer available	£350.00	£1405.80
21+	no longer available	£405.00	£1623.60