



Ethical Compliance  
15 Town Hall  
St Georges Street  
Hebden Bridge  
HX7 7BY

## **ETHICAL COMPLIANCE PACKAGING COMPLIANCE SCHEME**

### **Fee Structure.**

#### **1. Annual Subscription and Environment Agency Fee**

**For Small Producers** who have a turnover of less than £5million and elect to follow the allocation method:

Annual subscription           £700

Environment agency Fee   £345 plus £180 for each of the first 4 subsidiaries,  
£90 for each of the 5<sup>th</sup> to 20<sup>th</sup> subsidiary inclusive. £45 for each  
of the 21<sup>st</sup> and subsequent subsidiaries.

#### **For all other Producers**

Annual subscription           £1000

Environment agency Fee   £564 plus £180 for each of the first 4 subsidiaries.  
£90 for each of the 5<sup>th</sup> to 20<sup>th</sup> subsidiary inclusive. £45 for each  
of the 21<sup>st</sup> and subsequent subsidiaries.

As an incentive to submit forms earlier, a rebate of £200 against the cost of membership is to be offered to members who submit their complete dataform, application and pay any outstanding invoice by 1<sup>st</sup> March. This will usually be credited to the Quarter 3 invoice.

The Ethical Compliance subscription includes all reasonable support needed to register your company, support when you have to deal with the Environment Agency and our **'first hour free'** environmental telephone and email support.

Our subscription includes all subsidiary companies and provision of information required by the 'Consumer Information Obligations'.

The annual subscription and Environment Agency fee will be due on 1<sup>st</sup> February each year.

#### **2. Additional Fees**

Where a member requires additional support, we can offer consultancy services at £450 per day plus mileage.

The Environment Agency has the following additional fees which we will pass on to the Member if charged:

- (i) £110 in the case of an application which is received after 14<sup>th</sup> March in any year.
- (ii) £220 on each resubmission of an application which is required by reason of its having failed to meet the requirements of regulation 7(4) and (9) on its previous submission.

We will also apply a late registration surcharge of 50% of the membership fee for members who do not pay any fees due and / or supply all the information required by 14<sup>th</sup> March.



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We also wish to remind you that there is a statutory right for businesses to charge interest and debt recovery costs if bills are paid late. In line with our terms and conditions, we reserve the right to claim statutory interest and debt recovery costs on any invoice that is not paid 30 days after the due date in line with the guidance given on the .gov.uk website.

### **3. Materials Levy**

Obligated companies are required to subsidise the cost of recycling their share of waste packaging through the purchase of recycling certificates known as Packaging Recovery Notes, or PRNS.

PRN's are purchased on behalf of members during the year and recharged on a basis of their declared obligation in their data form.

If the Member wishes to provide their own PRNs this must be advised in writing with the application form. TGBN Ltd will charge a handling fee of 50p per PRN. The Member must ensure that at least 75% of their PRNs have been received by ETHICAL COMPLIANCE by 30<sup>th</sup> September, and that the balance of their PRNs have been received by ETHICAL COMPLIANCE by 15<sup>th</sup> December. If PRNs have not been received by the relevant dates, ETHICAL COMPLIANCE will purchase PRNs on the Member's behalf in order to meet their obligation. The cost of those PRNs plus a 20% fee will be charged if a member fails to demonstrate they have purchased the appropriate number of PRN's by the two dates above.

JM. Sept 2019.

*Our membership fees have not increased since 2010.*