

Approved Registration Bodies Licence Fees 2022-2023

Under the *Child Care Act 2001*, the Department of Education is required to levy a fee on child care services as they undertake licensing.

Fees apply to the following:

- New licence applications
- Renewal of licence
- Late lodgement of application for renewal of licence
- Amended licence
- Replacement licence

The Department of Education must advise services of the fees and any increases at the beginning of each financial year.

Fees are indexed annually according to an amount set by the Department of Treasury and Finance. The fee rates are listed below for 2022 – 2023

New Application for Licence	\$306.00
Application for Renewal of Licence	\$229.00
Late Lodgement of Application for Renewal of Licence	\$122.00
Request for Amendment of Licence	\$45.00
Replacement Licence	\$7.00

When will we be notified about our fee?

Licence Renewal

Payment must be made by the time your licence application is lodged with the Education and Care Unit, i.e. 90 days prior to the expiry of your current licence. We will send you an invoice in time for you to make this payment.

If you anticipate any difficulties with meeting this timeframe, please contact your licencing officer to discuss the matter.

Other Fees

The Education and Care Unit will send out fee invoices for the other licencing fees, as required.

The circumstances in which other licencing fees apply and the timing of payments will be discussed with you.