

Subsidiary Legislation made under s.51.

Licence (Fees) Rules 1991**LN.1991/205**

		<i>Commencement</i>	1.11.1991
Amending enactments	Relevant current provisions		Commencement date
LN. 1992/099	Sch. 2		1.8.1992
1992/145	Sch. 2		25.10.1992
“	Sch. 2		23.11.1992
1992/152	Sch. 2		17.12.1992
1993/063	Sch. 2		1.4.1993
1995/019	Sch. 2		23.2.1995
1995/032	Sch. 2		14.3.1995
1995/019	Sch. 2		1.4.1995
1995/116	Sch. 2		17.8.1995
1996/056	Sch. 2		25.4.1996
1996/083	Sch. 2		29.8.1996
1997/048	Sch. 2		2.5.1997
1997/084	Sch. 2		21.8.1997
1998/023	Sch. 2		26.3.1998
Act. 1998-34	Sch. 2		1.4.1998
“	Sch. 2		1.7.1998
LN. 1998/092	Sch. 2		22.10.1998
2000/074	Sch. 2		22.9.2000
2003/022	Sch. 2		1.4.2001
2002/030	Sch. 2		1.4.2002
2003/048	Sch. 2		1.5.2003
2004/136	Sch. 2		1.1.2005
2005/025	Sch. 2		1.4.2005
2005/054	Sch. 2		1.4.2005
2019/178	Sch. 2		2.7.2018
“	Sch. 2		1.9.2019
2022/222	Sch. 1-2		1.8.2022
2022/285	Sch. 2		3.10.2022
2023/002	Sch.2		1.2.2023

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ARRANGEMENT OF RULES

Rule

1. Title and commencement.
2. Fees and terms of licence.

SCHEDULE 1.

FEEs PAYABLE IN ACCORDANCE WITH LICENSING AND FEES ACT AND NOT OTHERWISE PROVIDED FOR.

PART I – INTOXICATING LIQUOR LICENCES.

PART II – OTHER LICENCES.

SCHEDULE 2.

FEEs AND CHARGES IN RESPECT OF MATTERS SPECIFIED IN THE SCHEDULE TO THE ACT.

1. CUSTOMS.
2. FEES AND DOCUMENTS RELATING TO LAND PROPERTY.
3. REGISTRATION AND NATURALISATION.
4. OFFICE FEES.
5. PASSPORT FEES.
6. DRUGS (MISUSE).
7. *Omitted.*
8. CRANE AND WEIGHTMENT CHARGES.
9. RENTAL CHARGES.
10. ARRIVAL AND DEPARTURE CHARGES.
11. The fee payable to the Chief Environmental Health Officer.....
12. SUSTAINABLE TOURISM FEE.
13. ADMINISTRATIVE SERVICE REQUESTS.

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In exercise of the powers conferred on him by section 51 of the Licensing and Fees Act, and of all other enabling powers, the Governor has made the following rules—

Title and commencement.

1. These rules may be cited as the Licence (Fees) Rules 1991 and shall come into operation on the 1st day of November 1991.

Fees and terms of licence.

2.(1) The fees specified in Schedule 1, shall be payable in respect of licences required under the Licensing and Fees Act to be paid except—

- (a) where provision has been made for such fees in other rules under the Act or under some other Act;
- (b) fees to be paid in respect of matters specified in the Schedule to the Act.

And provision shall be made in respect of such fees as to the duration of the licence, and condition attaching thereto and the method of payment of the fee.

(2) Fees payable in respect of matters specified in the Schedule to the Act shall be those set out in Schedule 2.

1961-29**Licensing and Fees****1991/205****Licence (Fees) Rules 1991***This version is out of date***SCHEDULE 1.***Rule 2(1)***FEES PAYABLE IN ACCORDANCE WITH LICENSING AND FEES ACT AND NOT OTHERWISE PROVIDED FOR.****PART 1 – INTOXICATING LIQUOR LICENCES.**

<i>Description of Licence</i>	<i>Fee £</i>	<i>Duration of an Conditions of Licence and how payable</i>
1 Beer merchant's licence (Section 16)	32.50	per annum; issuable for one year; fee payable yearly in advance.
2. Beershop licence (Section 17)	43.00	per annum; issuable for one year; fee payable yearly in advance.
3. Canteen licence (Section 21)	5.50	per annum; issuable for one year; fee payable yearly in advance.
4. Club licence (Section 18)	Free	There is a duty payable under the Clubs Act.
5. Club annexe, temporary licence for (Section 19)	5.50	Fee payable on registration.
6. Grocer's wine licence (Section 20)	43.00	per annum; issuable for one year; fee payable yearly in advance.
7. Hotel licence:- (Section 15) For any premises whose net annual value is rated at not more than £1,000 per annum	108.00	per annum; issuable for one year; fee payable yearly in advance.
rated from £1,001 to £2,000	162.00	
rated from £2,001 to £3,000	216.00	
rated from £3,001 to £5,000	270.00	
rated above £5,000	324.00	

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8. Manufacturer's licence (Section 9)	43.00	per annum; issuable for one year; fee payable yearly in advance.
9. Occasional licence to sell alcoholic liquor (Section 23)	5.50	per diem, issuable for any period not exceeding seven days; fee payable in advance. The licence authorises the holder thereof to sell during such hours and upon such terms and conditions as may be specified in the licence, the same articles that he may sell on his licensed premises.
10. Tavern licence:- (Section 14) For any premises whose net annual value is rated at not more than £250 per annum	173.00	per annum; issuable for one year; fee payable quarterly in advance.
rated from £251 to £500	216.00	
rated from £501 to £1,000	281.00	
rated from £1,001 to £1,500	345.50	
rated above £1,500	432.00	
11. Wholesale wine merchant's licence (Section 12)	43.00	per annum; issuable for one year; fee payable yearly in advance.
12. Full wine merchant's licence:- (Section 13)		
(a) When issuable to any person who is the holder of a tavern licence in respect of the same premises for the same period.	21.50	per annum; issuable for one year; fee payable quarterly in advance.
(b) When issuable to any other person, or when issuable to the holder of the tavern licence in respect of premises other than those in	86.50	per annum; issuable for one year; fee payable quarterly in advance.

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respect of which the tavern licence is held		
13. Traveller's licence to sell intoxicating liquors (Section 22)	21.50	for each licence which covers a period not exceeding one month from date to issue; fee payable in advance.
	11.00	for each licence which covers a period not exceeding fourteen days from date of issue; fee payable in advance.

PART II – OTHER LICENCES.

<i>Description of Licence</i>	<i>Fee £</i>	<i>Duration of and Conditions of Licence and how payable</i>
1. Auctioneer's licence (Section 27)	21.50	per annum; issuable for one year; fee payable yearly in advance.
2. Baker's licence (Section 28)	13.00	per annum; issuable for one year; fee payable yearly in advance.
3. Broker's licence (Section 28)	13.00	per annum; issuable for one year; fee payable yearly in advance.
4. Cigar and cigarette manufacturer's licence (Section 25(2))	54.00	per annum; issuable for one year; fee payable yearly in advance. The licence authorises the holder to manufacture cigars and cigarettes only.
5. Porter's licence (Section 28)	1.00	per annum; issuable for one year; fee payable yearly in advance.
6. Tobacco manufacturer's licence (Section 25(2)).	86.50	per annum; issuable for one year; fee payable yearly in advance. The licence authorises the holder to chop and manufacture tobacco including cigars and cigarettes.
7.(a) Tobacconist's licence (Section 25(1).)	26.00	per annum; issuable for one year; fee payable yearly in advance; the licence authorises the

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(b) Tobacconist's occasional licence (Section 23)	0.50	holder to sell tobacco manufactured by wholesale or retail. per diem; issuable for a period not exceeding seven days; fee payable in advance. The licence authorises the holder to sell tobacco, manufactured, on such terms and conditions as may be specified in the licence.
8 Traveller's licence to sell tobacco (Section 22)	21.50	for each licence which covers a period not exceeding one month's from date to issue.
	11.00	for each licence which covers a period not exceeding fourteen from date to issue.
9. Traveller's licence to sell perfumed spirits (Section 22)	11.00	for each licence which covers a period not exceeding one month from date to issue.
	5.50	for each licence which covers a period not exceeding fourteen from date to issue.
10. Amusement machine licence (Section 29A)	54.00	per annum; issuable for one year fee payable in advance.
11. Video lending licence (Section 29B)	27.00	per annum; issuable for one year fee payable in advance.
12. Transfer fee (section 30)		
(a) For the transfer of a porter's or guide's licence	0.50	
(b) For the transfer of any other licence.	2.00	

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SCHEDULE 2

Rule 2(2)

**FEES AND CHARGES IN RESPECT OF MATTERS SPECIFIED IN THE
SCHEDULE TO THE ACT.**

Fees and Charges

<i>Description of fees and charges.</i>	<i>Fee £</i>
1. CUSTOMS	
(a) For any certificate issued by the Collector of Customs in relation to quantities and condition of any class of goods imported into or exported from Gibraltar–	
(i) certificate of landing or shipment;	21.50
(ii) certificate of weight or measurement (applicable also to liquors);	11.00
(iii) certificate of examination of goods, short or damaged;	21.50
(b) Declaration of import of a motor vehicle for personal use.	54.00
(c) Issue of an import licence under the Imports and Exports (Control) Regulations, 1987;	11.00
(d) Issue of an export licence under the Imports and Exports (Control) Regulations, 1987;	11.00
(e) Declaration of goods imported on a temporary basis;	11.00
(f) Declaration of goods in transit;	11.00
(g) Transfer or assignment of an import licence granted in respect of a vessel or caravan.	11.00
2. FEES AND DOCUMENTS RELATING TO LANDED PROPERTY.	

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(a) an original grant of Crown Land in fee on paper or parchment, under Public Seal	43.00
(b) a lease or demise for a term of years, of Crown Land, under the Public Seal	43.00
3. REGISTRATION AND NATURALISATION.	
(a) registration of a person as a British citizen under section 5 of the British Nationality Act, 1981	11.00
(b) registration of a person of full age as a British Overseas Territories citizen under the British Nationality Act, 1981	92.00
(c) registration of a minor as a British Overseas Territories citizen under the British Nationality Act, 1981	155.50
(d) grant of a Certificate of Naturalisation as a British Overseas Territories citizen under section 18(1) of the British Nationality Act, 1981.	162.00
(e) grant of a Certificate of Naturalisation as a British Overseas Territories citizen under section 18(2) of the British Nationality Act, 1981.	157.50
(f) registration of a declaration of renunciation of British Overseas Territories citizenship under section 18(2) of the British Nationality Act, 1981	87.50
(g) supplying a certified or other copy of a notice, certificate, order, declaration or entry given, granted or made under the British Nationality Act 1981 or any of the former Nationality Acts	21.50
(h) administering the oath of allegiance for the purposes of the British Nationality Act, 1981	27.00
	(Note: if the oath is administered by a Commissioner for Oaths or Notary Public payment of the fee shall be to that person)

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(j) preparing or forwarding or both an application for registration or naturalisation to the Home Office	32.50
1. Notes on the above fees-	
(i) the registration of a person as a British citizen under section 5 of the Act, or British Dependent Territories Citizens; or	
(ii) the grant to a person of a certificate of naturalisation as a British Dependent Territories citizen; or	
(iii) the registration of a declaration of renunciation of British Dependent Territories citizenship.	
shall be payable on the submission of the application for such registration or such a certificate or, as the case may be, of the declaration of renunciation.	
2. On the event of an application made under paragraph (f) above, being refused or withdrawn the fees taken in respect of such an application shall be repaid to the full application in full.	
An applicant under paragraphs	
(b)	£65.00
(c)	£65.00
(d)	£145.80
(e)	£140.50
3. Notwithstanding paragraph (a) and note 1, the fee payable in respect of the registration of a person as a British citizen under section 5 of the Act may be remitted in cases of hardship on the recommendation of the Director of Labour and Social Security.	
4. Where a husband and wife apply at the same time for the grant of a certificate of naturalisation as a British Dependent Territories	

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<p>citizens and are residing together at the time of the applications, the total fee payable in respect of the certificate shall be £162.</p> <p>In the event of both of such applications being refused or withdrawn the fees taken in respect thereof shall, with the exception of £146 thereof, be repaid to the applicants.</p> <p>5. Where an application is made under any provision of the Act to which paragraph (c) relates for the registration of a minor as a British Dependent Territories citizen at the same time as an application or applications under the same or any other such provision for the registration of some other minor or minors having the same parent, the total fee payable in respect of the registration shall be £129.50. In this respect “parent” includes a step-parent and an adoptive parent.</p> <p>6. Where a declaration of renunciation of British Dependent Territories citizenship is made by a person at the same time as a declaration of renunciation by him of another such citizenship or status, the total fee payable in respect of the registration of the declaration shall be £21.50. In the event of a declaration of renunciation not being registered the fee shall be repaid in full to the applicant.</p>	
<p>4. OFFICE FEES.</p>	<p>£</p>
<p>(a) For the issue of any licence, permit, certificate, pass or other document required under the authority of any law for which no fee is specified therein or by this Act.</p> <p>(b) For the attestation or authentication by a public officer, justice of the peace or notary public, as such, of any signature or document where not otherwise provided – for each signature or document attested or authenticated</p> <p>(c) For the issue of a certificate or other document by a public officer for use outside Gibraltar</p> <p>(d) for the attestation or authentication of any signature or document, as provided in paragraph</p>	<p>5.50</p> <p>16.00</p> <p>11.00</p> <p>11.00</p>

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<p>(e), where, by request, it is necessary to effect such attestation or authentication urgently, in addition to any fees payable under that paragraph</p>	32.50
<p>The sums specified in the right-hand columns may be paid in cash, cheque drawn on a British or Gibraltar bank or by means of the revenue stamps. Where the sum is paid in cash or cheque, the fact shall be recorded on the document and signed by the public officer, justice of the peace or notary public. Where the sum is paid by means of revenue stamps, the stamps shall be affixed to the document and cancelled by the officer issuing or signing the same.</p>	
5. PASSPORT FEES	£
<p>(a) For the issue of a passport valid -</p> <p>(i) for one period of ten years, where the applicant is 16 years of age or over-</p> <p>(ii) for one period of 5 years where the applicant is under 16 years of age</p> <p>(b) For the issue of a collective passport</p> <p>(c) For the issue of an emergency passport or a certificate of identity or the acceptance of a declaration of identity</p> <p>(d) <i>Revoked. LN 2004/136.</i></p> <p>(e) <i>Revoked by LN 2004/136.</i></p> <p>(f) <i>Revoked.</i></p> <p>(g) For checking or forwarding, or both, an application for the issue of passport by an authority of Her Majesty's Government in the United Kingdom. No fee shall be taken in respect of these services if the applicant is born on or before 2nd September, 1929.</p> <p>(h) For passport facilities where at the request of the applicant, it is necessary to issue a passport urgently, a fee of £27.50 shall be payable, in addition to any fees payable under paragraph (a)</p>	<p>45.50</p> <p>27.00</p> <p>14.00</p>

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<p>(i) For other urgent passport facilities at the request of the applicant in addition to any other fees payable under paragraphs (b), (d), (e) and (f)</p>	
<p>Note: The passport officer may remit the fee payable under this paragraph where the applicant is made as a matter of urgency because of bereavement or serious illness. No fee shall be taken in respect of the grant of a passport under paragraph (a) to a Minister of the Government of Gibraltar or to a British National born on or before 2nd September, 1929.</p>	
<p>(j) (1) Receiving an application for entry clearance for a dependency of the United Kingdom or Commonwealth country in addition to the fee applicable to such clearance under paragraph (k) below (such fee may be refunded if clearance under paragraph (k) is not granted).</p>	21.50
<p>(2) Preparing or forwarding, or both, any letter, certificate, declaration or other document which may be required by, an authority of Her Majesty's Government in the United Kingdom, or any other country or territory for or in connection with an application, for the issue or renewal of a residence permit, identity card, application for registration or naturalisation or forwarding any other certificate or document (except a Home Office travel document), in addition to the fees payable for such documents under the Immigration Control Act, the Civilian Registration Act and Item 3 of this Schedule</p>	
<p>(k) The fee for receiving an application for an entry clearance for the United Kingdom is equal to the fee which is charged by the Home Office in the United Kingdom at the time the application is made</p>	
<p>(l) for the crosslinking a new passport to a previous one which although filled has not expired and contains a valid visa or visa</p>	8.00
<p>6. DRUGS (MISUSE)</p>	£
<p>For the issue of a licence under Part 21 of the Crimes Act 2011</p>	0.50
<p>7. (OMITTED).</p>	

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8. CRANGE AND WEIGHTMENT CHARGES.	
Part I. CRANGAE CHARGES.	
(a) cranes of less than 6 tons lifting capacity-	
(i) within normal working hours;	
(aa) at Waterport Wharf	16.00 per hour or part thereof or 9.50 for a single lift provided there is no delay
(bb) mobile cranes used elsewhere in the Port	16.00 per hour or part thereof (subject to a minimum charge of £32.50)
(ii) outside normal working hours anywhere within the Port-	
(cc) when commencing within but continuing outside normal working hours	16.00 per hours for each working hour or part thereof, and 26.00 per hour or part thereof outside working hours
(dd) when commencing outside normal working hours on Mondays to Fridays	26.00 per hour or part thereof (subject to a minimum charge of £58.50)
(ff) on Sunday and public holidays	31.00

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<p>(b) 8 ton Crane at Waterport-</p> <p>(i) within normal working hours</p> <p>(ii) outside normal working hours-</p> <p>(aa) when commencing within but continuing outside normal working hours</p> <p>(bb) when commencing outside normal working hours on Mondays to Fridays</p> <p>(ii) on Saturdays</p> <p>(cc) on Sundays and Public Holidays</p> <p>Note on the above fees.</p> <p>Normal working hours means-</p> <p>8.00 a.m. to 1.00 p.m.; and 2.00 p.m. to 5.00 p.m.</p>	<p>per hour or part thereof (subject to a minimum charge of £71.50)</p> <p>19.50 per hour or part thereof or 12.00 for a single lift provided there is no delay</p> <p>19.50 per hour for each working hour or part thereof and 29.00 per hour or part thereof outside normal working hours</p> <p>29.00 per hour or part thereof (subject to a minimum charge of £52.00)</p> <p>29.00 per hour or part thereof (subject to a minimum charge of £61.50)</p> <p>34.00 per hour or part thereof (subject to a minimum charge of £74.50)</p>
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<p>on all days other than Public Holidays, from Monday to Friday.</p> <p>All charges due under this Part shall be payable on demand to the Captain of the Port or to an officer authorised by him</p>	
PART II – OVERTIME FEES	
<p>Overtime fees payable for the service of Customs Staff outside the normal hours of business</p> <p>Note on the above fees</p> <p>For the purposes of this part, normal hours of business means</p> <p>9.00 a.m. to 12.45 p.m. and 2.00 p.m. to 4.45 p.m.</p> <p>on all days other than Public Holidays from Monday to Friday.</p>	<p>£27.00 per hour (subject to a minimum charge in respect of hours Monday to Friday of £54 and for hours on Saturdays, Sundays and Public Holidays of £65)</p>
PART III. – WEIGHMENT CHARGES	
<p>(a) for the use of the weighbridge</p> <p>per weighment</p> <p>Provided that where not less than 25 tons of merchandise is weighted for any one person at any one time, the following charges shall be made for weighing-</p> <p>for the first 25 tons, per ton or part thereof</p>	<p>0.009p per cwt. per part thereof for the first cwt. and 0.0045p per 56 lbs, or part thereof for any weight in excess of 1 cwt.</p> <p>0.18p</p>

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for the next 25 tons, per ton or part thereof	0.09p
for the next 50 tons, per ton or part thereof	0.05p
thereafter, per ton or part thereof	0.03p
(b) for the use of any other weighing instrument-	
(i) coffee, sugar, unmanufactured tobacco, grain, rice, seeds, flour, potatoes, soap, dried fruits, dried fish, iron and liquids including oil per weightment	0.0045p per cwt. or part thereof
(ii) manufactured tobacco (including cigars and cigarettes) per weightment	0.009p per cwt. for the first cwt and 0.0045p for every additional 56 lbs or part thereof
(iii) other merchandise per weightment	0.02p for first cwt. and 0.01p for every additional 56 lbs or part thereof
Note on the above fees	
Any fraction of one penny in the total of any claim will be charged as one penny.	
The weighbridge shall only be used for weightments of animals, articles or packages of not less than 5 cwt, and at the discretion of the Collector of Customs.	
PART IV.- EXMINATION FEES.	
For the examination of goods at the request of a member of the public preparatory to the issue of an official certificate.	3.00
PART V.- ATTENDANCE FEES.	
For the attendance of a customs officer to supervise the conveyance of dutiable goods from Waterport Wharf to any place outside the area of Waterport Wharf	3.00

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9. RENTAL CHARGES.	
<p>Rental charges shall be paid in respect of every container anywhere within the Port, other than in a Government store, as follows-</p> <p>(i) container up to 25 feet in length, the first 30 days, including the day of discharge, free, thereafter for each succeeding day or part thereof</p> <p>(ii) containers exceeding 25 feet in length, the first 30 days including the day of discharge free, thereafter for each succeeding day or part thereof</p> <p>Notes on the above fee.</p> <p>Where any container in transit has been discharged in the Port for the convenience of the carrier and not as a genuine incident of carriage, which question shall be decided by the Captain of the Port in his absolute discretion, there shall be no free days and rental charges shall be payable from the day of discharge at the rates specified.</p> <p>Where any container which has been discharged in the Port has been removed from the Port other by sea within 30 days after discharge, including the day of discharge and the day of removal, enters the Port, after having been outside the Port for more than twenty-four hours, no rental charges shall be payable in respect of such container for the number of days for which no charges would have been payable if it had not been so removed.</p>	<p>11.00</p> <p>21.50</p>
10. ARRIVAL AND DEPARTURE CHARGES.	
<p>1.(1) Subject to the provisions of sub-paragraph (2), there shall be paid in respect of every fare-paying passenger on departure from Gibraltar by civil aircraft-</p> <p>(a) to a destination in Morocco, £3,</p> <p>(b) to any other destination, £10.</p> <p>(2) The provisions of sub-paragraph (1) do not apply-</p>	

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being exempted accommodation for the purposes of paragraph 15 of the Schedule to the Licensing and Fees Act; or	
(c) a visitor who arrives in Gibraltar on a cruise ship and to whom the charges in paragraph 3(e) of Schedule 4 to the Port Rules apply.	
13. ADMINISTRATIVE SERVICE REQUESTS	
Certificate of ordinarily resident in respect of a company	£50.00
Certificate of ordinarily resident in respect of an individual meeting the conditions of section 74 of the Income Tax Act 2010, including an individual:	£25.00
- in employment;	
- carrying on a trade, business, profession or vocation;	
- who has a certificate issued under the Qualifying Category 2 Individuals Rules 2004 or the High Executive Possessing Specialist Skills Rules 2008.	
Certificate of compliance in respect of a company	£50.00
Certificate of compliance in respect of an individual:	£25.00
- in employment;	
- carrying on a trade, business, profession or vocation; or	
- who has a certificate issued under the Qualifying Category 2 Individuals Rules 2004 or the High Executive Possessing Specialist Skills Rules 2008.	
Statement of account: a summary listing in respect of all transactions carried out	£25.00