CHILDREN’S SERVICES LICENSING FEES

In line with the provisions of the *Monetary Units Act 2004* all fees are expressed in fee units. Fees are automatically indexed each year on 1 July. The value of a fee unit each year is published by the Treasurer.

As the *Children’s Services Act 1996* and Children's Services Regulations 2009 do not express fees in dollars, the tables below convert the fee units to dollar amounts.

There is no GST payable on any fees. **The fees in these tables are effective from 1 July 2019**.

**Fee unit value from 1 July 2019 to 30 June 2020: $14.81**

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# Approval of Premises

(Schedule 2, Part 1 - regulation 6)

The fee amount for an application depends on the type of service and the number of places you are providing.   
Refer to the fee tables below.

If you are only providing one type of service, these fees apply based on the type of service.

## Standard, Limited Hours, Short Term and School Holidays Care services

| Number of places at children’s service | Standard | | Limited Hours  (Types 1 & 2) | | Short Term (Types 1 & 2) | | School Holidays Care | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **No. Fee Units** | **Fee Amount** | **No. Fee Units** | **Fee Amount** | **No. Fee Units** | **Fee Amount** | **No. Fee Units** | **Fee Amount** |
| Up to and including  15 places | 15 | $222.20 | 15 | $222.20 | 8 | $118.50 | 15 | $222.20 |
| 16 or more places | 31 | $459.10 | 15 | $222.20 | 8 | $118.50 | 15 | $222.20 |

## Integrated services

If you are providing 2 or more types of service, the integrated service fees can apply.

| Number of places at children’s service | Integrated Service | |
| --- | --- | --- |
| No. Fee Units | Fee Amount |
| Up to and including 180 places | 40 | $592.40 |
| 181 or more places | 45 | $666.50 |

# Approval of Alterations or Extensions to Premises

(Schedule 2, Part 1 - regulation 6)

If you are only providing one type of service, these fees apply based on the type of service.

## Standard, Limited Hours and Short Term services

| Number of places at children’s service | Standard | | Limited Hours  (Types 1 & 2) | | Short Term (Types 1 & 2) | |
| --- | --- | --- | --- | --- | --- | --- |
| No. Fee Units | Fee Amount | No. Fee Units | Fee Amount | No. Fee Units | Fee Amount |
| Up to and including 15 places | 10 | $148.10 | 5 | $74.10 | 5 | $74.10 |
| 16 to 30 places | 15 | $222.20 | 5 | $74.10 | 5 | $74.10 |
| 31 to 60 places | 22 | $325.80 | 11 | $162.90 | 5 | $74.10 |
| 61 to 120 places | 27 | $399.90 | 14 | $207.30 | 7 | $103.70 |
| 121 or more places | 29 | $429.50 | 14 | $207.30 | 7 | $103.70 |

## School Holidays Care services

| Number of places at children’s service | School Holidays Care Service | |
| --- | --- | --- |
| No. Fee Units | Fee Amount |
| Up to and including 90 places | 5 | $74.10 |
| 91 or more places | 10 | $148.10 |

If you are providing 2 or more types of service, the integrated service fees can apply.

## Integrated services

| Number of places at children’s service | Integrated Service | |
| --- | --- | --- |
| No. Fee Units | Fee Amount |
| Up to and including 180 places | 30 | $444.30 |
| 181 or more places | 35 | $518.40 |

# Licence to Operate a Children’s Service

(Schedule 2, Part 2 - regulation 8)

The application fee amount depends on the type of licence, how long you want the licence period to be and the number of places offered by the children’s service. Refer to the fee tables below.

## Standard Licence

| Number of places at  children’s service | Up to 1 year | | 1 to 3 years | | More than 3 years to 5 years | |
| --- | --- | --- | --- | --- | --- | --- |
| No. Fee Units | Fee Amount | No. Fee Units | Fee Amount | No. Fee Units | Fee Amount |
| Up to and including 15 places | 5 | $74.10 | 13 | $192.50 | 19 | $281.40 |
| 16 to 30 places | 10 | $148.10 | 25 | $370.30 | 35 | $518.40 |
| 31 to 60 places | 15 | $222.20 | 38 | $562.80 | 54 | $799.70 |
| 61 to 120 places | 19 | $281.40 | 48 | $710.90 | 68 | $1,007.10 |
| 121 or more places | 24 | $355.40 | 60 | $888.60 | 84 | $1,244.00 |

## Limited Hours and Short Term Licences

| Number of places at  children’s service | Limited Hours  (Types 1 & 2) | | | | | | Short Term  (Types 1 & 2) | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Up to 1 year | | 1 to 3 years | | More than 3 years to 5 years | | 1 year only | |
| No. Fee Units | Fee Amount | No. Fee Units | Fee Amount | No. Fee Units | Fee Amount | No. Fee Units | Fee Amount |
| Up to and including 15 places | 3 | $44.40 | 8 | $118.50 | 12 | $177.70 | 3 | $44.40 |
| 16 to 30 places | 5 | $74.10 | 13 | $192.50 | 19 | $281.40 | 3 | $44.40 |
| 31 to 60 places | 8 | $118.50 | 19 | $281.40 | 27 | $399.90 | 5 | $74.10 |
| 61 to 120 places | 10 | $148.10 | 24 | $355.40 | 34 | $503.50 | 6 | $88.90 |
| 121 or more places | 12 | $177.70 | 29 | $429.50 | 41 | $607.20 | 7 | $103.70 |

# Licence to Operate a Children’s Service

(Schedule 2, Part 2 - regulation 8)

The application fee amount depends on the type of service, how long you want the licence period to be and the number of children’s places the service provides. Refer to the fee tables below.

## School Holidays Care Licence

| Number of places at children’s service | Up to 1 year | | 1 to 3 years | | More than 3 years to 5 years | |
| --- | --- | --- | --- | --- | --- | --- |
| No. Fee Units | Fee Amount | No. Fee Units | Fee Amount | No. Fee Units | Fee Amount |
| Up to and including 15 places | 3 | $44.40 | 8 | $118.50 | 12 | $177.70 |
| 16 to 60 places | 5 | $74.10 | 13 | $192.50 | 19 | $281.40 |
| 61 to 90 places | 8 | $118.50 | 19 | $281.40 | 27 | $399.90 |
| 91 to 120 places | 10 | $148.10 | 24 | $355.40 | 34 | $503.50 |
| 121 or more places | 12 | $177.70 | 29 | $429.50 | 41 | $607.20 |

If you are providing 2 or more types of the services above (excluding short term), the integrated service fees below can apply.

## Integrated Licence

| Number of places at children’s service | Up to 1 year | | 1 to 3 years | | More than 3 years to 5 years | |
| --- | --- | --- | --- | --- | --- | --- |
| No. Fee Units | Fee Amount | No. Fee Units | Fee Amount | No. Fee Units | Fee Amount |
| Up to and including 60 places | 18 | $266.60 | 36 | $533.20 | 54 | $799.70 |
| 61 to 120 places | 24 | $355.40 | 48 | $710.90 | 72 | $1,066.30 |
| 121 to 180 places | 30 | $444.30 | 60 | $888.60 | 90 | $1,332.90 |
| 181 to 250 places | 34 | $503.50 | 68 | $1,007.10 | 102 | $1,510.60 |
| 251 or more places | 38 | $562.80 | 76 | $1,125.60 | 114 | $1,688.30 |

# Licence Renewal

(Schedule 2, Part 3 - regulation 17)

There is no renewal fee for children’s services that have 15 or fewer children’s places or for short term services.

The application fee amount depends on the type of service, how long you want the licence period to be and the number of children’s places the service provides. Refer to the fee tables below.

## Standard and Limited Hours Licences

|  | Standard | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
|  | Up to 1 year | | 1 to 3 years | | More than 3 years to 5 years | |
| Number of places at  children’s service | No. Fee Units | Fee Amount | No. Fee Units | Fee Amount | No. Fee Units | Fee Amount |
| Up to and including 15 places | 0 | $0.00 | 0 | $0.00 | 0 | $0.00 |
| 16 to 30 places | 10 | $148.10 | 25 | $370.30 | 35 | $518.40 |
| 31 to 60 places | 15 | $222.20 | 38 | $562.80 | 54 | $799.70 |
| 61 to 120 places | 19 | $281.40 | 48 | $710.90 | 68 | $1,007.10 |
| 121 or more places | 24 | $355.40 | 60 | $888.60 | 84 | $1,244.00 |

|  | Limited Hours (Types 1 & 2) | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
|  | Up to 1 year | | 1 to 3 years | | More than 3 years to 5 years | |
| Number of places at  children’s service | No. Fee Units | Fee Amount | No. Fee Units | Fee Amount | No. Fee Units | Fee Amount |
| Up to and including 15 places | 0 | $0.00 | 0 | $0.00 | 0 | $0.00 |
| 16 to 30 places | 5 | $74.10 | 13 | $192.50 | 19 | $281.40 |
| 31 to 60 places | 8 | $118.50 | 19 | $281.40 | 27 | $399.90 |
| 61 to 120 places | 10 | $148.10 | 24 | $355.40 | 34 | $503.50 |
| 121 or more places | 12 | $177.70 | 29 | $429.50 | 41 | $607.20 |

# Licence Renewal

(Schedule 2, Part 3 - regulation 17)

## School Holidays Care Licence

|  | Up to 1 year | | 1 to 3 years | | More than 3 years to 5 years | |
| --- | --- | --- | --- | --- | --- | --- |
| Number of places at  children’s service | No. Fee Units | Fee Amount | No. Fee Units | Fee Amount | No. Fee Units | Fee Amount |
| Up to and including 15 places | 0 | $0.00 | 0 | $0.00 | 0 | $0.00 |
| 16 to 60 places | 5 | $74.10 | 13 | $192.50 | 19 | $281.40 |
| 61 to 90 places | 8 | $118.50 | 19 | $281.40 | 27 | $399.90 |
| 91 to 120 places | 10 | $148.10 | 24 | $355.40 | 34 | $503.50 |
| 121 or more places | 12 | $177.70 | 29 | $429.50 | 41 | $607.20 |

If you are providing 2 or more types of the services above (excluding short term), the integrated service fees below can apply.

## Integrated Licence

| Number of places at children’s service | Up to 1 year | | 1 to 3 years | | More than 3 years to 5 years | |
| --- | --- | --- | --- | --- | --- | --- |
| No. Fee Units | Fee Amount | No. Fee Units | Fee Amount | No. Fee Units | Fee Amount |
| Up to and including 60 places | 18 | $266.60 | 36 | $533.20 | 54 | $799.70 |
| 61 to 120 places | 24 | $355.40 | 48 | $710.90 | 72 | $1,066.30 |
| 121 to 180 places | 30 | $444.30 | 60 | $888.60 | 90 | $1,332.90 |
| 181 to 250 places | 34 | $503.50 | 68 | $1,007.10 | 102 | $1,510.60 |
| 251 or more places | 38 | $562.80 | 76 | $1,125.60 | 114 | $1,688.30 |

# Late Application for Licence Renewal

(Schedule 2, Part 3 - regulation 19)

There is no late application fee for licence renewal for short term services.

If you are only providing one type of service, these fees apply based on the type of service and the number of children’s places the service provides.

## Standard and Limited Hours Licences

| Number of places at children’s service | Standard | | Limited Hours (Types 1 & 2) | |
| --- | --- | --- | --- | --- |
| No. Fee Units | Fee Amount | No. Fee Units | Fee Amount |
| Up to and including 60 places | 10 | $148.10 | 5 | $74.10 |
| 61 to 120 places | 15 | $222.20 | 8 | $118.50 |
| 121 or more places | 20 | $296.20 | 10 | $148.10 |

## School Holidays Care Licence

| Number of places at children’s service | School Holidays Care Service | |
| --- | --- | --- |
| No. Fee Units | Fee Amount |
| Up to and including 90 places | 5 | $74.10 |
| 91 to 120 places | 8 | $118.50 |
| 121 or more places | 10 | $148.10 |

If you are providing 2 or more types of service, the integrated service fee applies. This fee is based on the type of service only.

## Integrated Licence

|  | No. Fee Units | Fee Amount |
| --- | --- | --- |
| Late Application fee for Licence Renewal | 20 | $296.20 |

# Variations to Licences

### Fees to Vary or Revoke a Condition or Restriction or Impose a New Condition or Restriction

(Schedule 2, Part 4 - regulation 20)

The application fee amount depends on the type of licence and the number of children’s places the service provides. Refer to the fee tables below.

## Standard, Limited Hours and School Holidays Care Licences

| Number of places at  children’s service | Standard | | Limited Hours (Types 1 & 2) | | School Holidays Care | |
| --- | --- | --- | --- | --- | --- | --- |
| No. Fee Units | Fee Amount | No. Fee Units | Fee Amount | No. Fee Units | Fee Amount |
| Up to and including 15 places | 0 | $0.00 | 0 | $0.00 | 0 | $0.00 |
| 16 or more places | 9 | $133.30 | 5 | $74.10 | 5 | $74.10 |

If you are providing 2 or more types of the services above (excluding short term), the integrated service fees below can apply.

## Integrated Licence

| Fee to Vary or Revoke a Condition or Restriction or Impose a New Condition or Restriction | No. Fee Units | Fee Amount |
| --- | --- | --- |
| 9 | $133.30 |

# Variations to Licences

**Fees to Vary the Period of a Licence**

(Schedule 2, Part 4 - regulation 21)

The application fee amount depends on the type of licence, how long you want the new licence period to be and the number of children’s places the service provides. Refer to the fee tables below.

## Standard and Limited Hours Licences

| Number of places at  children’s service | Standard | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Up to 1 year | | 1 to 3 years | | More than 3 years to 5 years | |
| No. Fee Units | Fee Amount | No. Fee Units | Fee Amount | No. Fee Units | Fee Amount |
| Up to and including 15 places | 0 | $0.00 | 0 | $0.00 | 0 | $0.00 |
| 16 to 30 places | 10 | $148.10 | 20 | $296.20 | 25 | $370.30 |
| 31 to 60 places | 15 | $222.20 | 30 | $444.30 | 38 | $562.80 |
| 61 to 120 places | 19 | $281.40 | 38 | $562.80 | 48 | $710.90 |
| 121 or more places | 24 | $355.40 | 48 | $710.90 | 60 | $888.60 |

| Number of places at  children’s service | Limited Hours (Types 1 & 2) | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Up to 1 year | | 1 to 3 years | | More than 3 years to 5 years | |
| No. Fee Units | Fee Amount | No. Fee Units | Fee Amount | No. Fee Units | Fee Amount |
| Up to and including 15 places | 0 | $0.00 | 0 | $0.00 | 0 | $0.00 |
| 16 to 30 places | 5 | $74.10 | 10 | $148.10 | 13 | $192.50 |
| 31 to 60 places | 8 | $118.50 | 16 | $237.00 | 19 | $281.40 |
| 61 to 120 places | 10 | $148.10 | 20 | $296.20 | 24 | $355.40 |
| 121 or more places | 12 | $177.70 | 24 | $355.40 | 29 | $429.50 |

# Variations to Licences

### Fees to Vary the Period of a Licence

(Schedule 2, Part 4 - regulation 21)

## School Holidays Care Licence

| Number of places at  children’s service | School Holidays Care | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Up to 1 year | | 1 to 3 years | | More than 3 years to 5 years | |
| No. Fee Units | Fee Amount | No. Fee Units | Fee Amount | No. Fee Units | Fee Amount |
| Up to and including 15 places | 0 | $0.00 | 0 | $0.00 | 0 | $0.00 |
| 16 to 60 places | 5 | $74.10 | 10 | $148.10 | 13 | $192.50 |
| 61 to 90 places | 8 | $118.50 | 16 | $237.00 | 19 | $281.40 |
| 91 to 120 places | 10 | $148.10 | 20 | $296.20 | 24 | $355.40 |
| 121 or more places | 12 | $177.70 | 24 | $355.40 | 29 | $429.50 |

If you are providing 2 or more types of the services above (excluding short term), the integrated service fees below can apply.

## Integrated Licence

| Number of places at children’s service | Up to 1 year | | 1 to 3 years | | More than 3 years to 5 years | |
| --- | --- | --- | --- | --- | --- | --- |
| No. Fee Units | Fee Amount | No. Fee Units | Fee Amount | No. Fee Units | Fee Amount |
| Up to and including 60 places | 18 | $266.60 | 27 | $399.90 | 36 | $533.20 |
| 61 to 120 places | 24 | $355.40 | 36 | $533.20 | 48 | $710.90 |
| 121 to 180 places | 30 | $444.30 | 45 | $666.50 | 60 | $888.60 |
| 181 to 250 places | 34 | $503.50 | 51 | $755.30 | 68 | $1,007.10 |
| 251 or more places | 38 | $562.80 | 57 | $844.20 | 76 | $1,125.60 |

# Voluntary Suspension of Licence

(Regulation 22)

## All licence types

|  | No. Fee Units | Fee Amount |
| --- | --- | --- |
| Fee for application for voluntary suspension of licence if the premises at which service operates will be undergoing building works or renovation during the proposed period of suspension | 5 | $74.10 |
| Fee for application for voluntary suspension of licence in any other case | 0 | $0.00 |

# Voluntary Suspension of Service Approval – Approved Associated Children’s Service

(Regulation 24B)

|  | No. Fee Units | Fee Amount |
| --- | --- | --- |
| Fee for application for voluntary suspension of service approval to the extent that it relates to the approved associated children’s service | 3 | $44.40 |

# Approval of new nominees – ALL LICENCE TYPES

(Regulation 15)

|  | No. Fee Units | Fee Amount |
| --- | --- | --- |
| Fee for application for the approval of new nominees | 3 | $44.40 |

# Approval of new nominees and primary nominees - Approved Associated Children’s Service

(Regulation 24A)

|  | No. Fee Units | Fee Amount |
| --- | --- | --- |
| Fee for application for the approval of new nominees | 3 | $44.40 |

# Children’s Services Register

(Regulation 26)

Under provisions of the *Children's Services Act 1996* and Children's Services Regulations 2009, the Department of Education and Early Childhood Development maintains a register of licensed children's services (s53).

|  | No. Fee Units | Fee Amount |
| --- | --- | --- |
| Fee for a copy of or extract from the licensed children’s services register | 3 | $44.40 |