

The following fees are only payable when an audit is rescheduled or cancelled, or where an additional audit (re-audit) is requested.

Audit Rescheduling or Cancellation Fees

In the event that a booked audit date is cancelled or requested to be rescheduled, the following fees shall apply. A new audit date may only be booked upon receipt of the relevant rescheduling fee.

Notice of cancellation/ request to reschedule (working days)	Rescheduling Fee (% of audit fee payable to Achilles where a new audit date is required)	Cancellation Fee (% of audit fee retained by Achilles where the audit is no longer required)
21 or more	Free	10%
16 to 20	10%	25%
11 to 15	20%	50%
6 to 10	35%	75%
5 or less	50%	100%

The above percentage fees relate only to the BuildingConfidence audit fee, included in your BuildingConfidence subscription. Audit fees are currently either £2,875 (Level 5 2-day audit) or £1,350 (Level 4 1-day audit). These fees exclude VAT. Please note that if any rescheduled audit is subsequently cancelled no refund will be made.

Re-audit Fees

In the event that your company does not pass the audit you may choose to be re-audited in order to achieve accreditation. Please note that a desktop re-audit is only available in agreement with Achilles, upon successful completion of an action plan and where the re-audit date is within 12 weeks of the original audit date.

An onsite re-audit fee is also applicable if your company wishes to transfer an existing accreditation to a new legal entity, include more legal entities or change the registered name to an immediate or ultimate parent company.

Length of re-audit required (working days)	Desktop Fee (only available in agreement with Achilles, upon successful completion of an action plan and within 12 weeks of the original audit date)	Onsite Fee (available to all companies)
0.5	£430	-
1	£860	£1,350
2	-	£2,875

All fees exclude VAT and are payable before a re-audit can be scheduled.

Achilles Information Limited

30 Park Gate, Milton Park, Abingdon, Oxon OX14 4SH

Tel: +44 (0)1235 838140 Fax: +44 (0)1235 821093

Email: construction@achilles.com Website: www.achilles.com/buildingconfidence

