

APPROVED FEE FIXING FOR 2020 FISCAL YEAR

LICENCES/PERMITS					
Business Licences					
Main Item	Sub item	Description of Item	Frequency/ Measure	Rate GHS	Rate GHS
				2020	2021
1		Abattoir (Private)	Per Annum		
		CAT D - Slaughter House		120.00	120.00
		CAT E - Others		60.00	60.00
2		Adinkra Designers/Kente/Smock Weavers & Sellers	Per Annum		
		CAT A - Weavers & Sellers (Large)		150.00	150.00
		CAT B - Weavers Only (Large)		90.00	90.00
		CAT C - Sellers Only (Large)		70.00	70.00
		CAT D - Weavers & Sellers (Medium)		60.00	60.00
		CAT E - Weavers Only (Medium)		20.00	20.00
		CAT F - Sellers Only (Medium)		15.00	15.00
		CAT G - Weavers & Sellers (Small)		25.00	25.00
		CAT H - Weavers Only (Small)		15.00	15.00
		CAT I - Sellers Only (Small)		10.00	10.00

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3	REGISTRATION OF BUSINESSES	One Time	Rate GHS 2021	
	CAT-A		1,000.00	1,000.00
	CAT-B		700.00	700.00
	CAT-C		400.00	400.00
	CAT-D		200.00	200.00
4	Agro Chemical/Farm Inputs Dealers	Per Annum		
	CAT A - Manufacturers/ Importers/ Distributors/ Retailers		500.00	500.00
	CAT B - Manufacturers & Importers		300.00	300.00
	CAT C - Manufacturers & Distributors		200.00	200.00
	CAT D - Distributors & Retailers		150.00	150.00
	CAT E - Manufacturers		170.00	170.00
	CAT F - Importers		130.00	130.00
	CAT G - Distributors		100.00	100.00
	CAT H - Retailers		53.00	60.00
5	Chemical Shop	Per Annum		
	CAT A		84.00	100.00
	CAT B		63.00	70.00
6	Airline Offices/Operators	Per Annum		
	CAT A - Non-African Carriers		4,500.00	4,500.00
	CAT B - African Carriers		3,500.00	3,500.00
	CAT C - Local Carriers		3,000.00	3,000.00
7	Akpeteshie (liquor) Dealers	Per Annum		
	i. Manufacturers (Distillers)			
	CAT A - Large Scale		200.00	200.00
	CAT B - Medium Scale		80.00	80.00
	CAT C - Small Scale		53.00	60.00

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	ii.	Distributors			
		CAT A - Large scale		300.00	300.00
		CAT B - Medium Scale		120.00	120.00
		CAT C - Small Scale		53.00	60.00
	iii.	Home Based/Farm Site			
		CAT A - Pito (daily brewing)		50.00	50.00
		CAT B - Palm Wine Tappers		50.00	50.00
	iv.	Akpeteshie Sellers Only		63.00	65.00
9		Aluminium Pot Dealers ('Dadesen')	Per Annum		
		CAT A - Manufacturers		60.00	60.00
		CAT B - Distributors		40.00	40.00
		CAT C - Retailers		20.00	20.00
10		REGISTRATION OF BUSINESS/GROUP	One Time		
		General business(Mobile Money,Herbalist,Chain Saw Operators etc		200.00	200.00
		Groups (Farmers group,Assoc.etc)		100.00	100.00
12		Aluminium Product Retailers	Per Annum		
		CAT A - Store (Large)		60.00	80.00
		CAT B - Container/Kiosk (Medium)		50.00	50.00
		CAT C - Table Top (Small)		40.00	40.00
13		Parts/Hardware Dealer	Per Annum		
		CAT A		300.00	300.00
		CAT B		250.00	250.00
		CAT C		200.00	200.00
15		Artisans (Self Employed)	Per Annum		
		Masons, Carpenters, Plumbers, Electricians, Painters, Steel Benders, Tile Layers etc.		53.00	53.00
16		Auctioning Firms/Agencies / Auctioneers	Per Annum		
		CAT 'A'		450.00	450.00
		CAT 'B'		375.00	375.00
		CAT 'C'		225.00	225.00

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		CAT 'D'	105.00	105.00
17		Auto Mechanics/ Electricians/Sprayers Etc.	Per Annum	
	ix.	Vulcanisers		
		CAT A - Tyre Repairs, Wheel Balancing, Alignment and Washing Bay	150.00	150.00
		CAT B - Tyre Repairs, Wheel Balancing and Alignment	122.00	120.00
		CAT C - Wheel Balancing and Alignment	110.00	110.00
		CAT D - Tyre Repairs only	30.00	30.00
19		Bags and Suitcases Dealers	Per Annum	
		CAT A - Large Scale	100.00	100.00
		CAT B - Medium Scale	80.00	80.00
		CAT C - Small Scale	60.00	60.00
20		Barbering Shop (floor space and number of points)	Per Annum	
		CAT A - Large Shop (above 5 points)	80.00	80.00
		CAT B - Medium Shop (3-5 points)	65.00	65.00
		CAT C - Small Shop (1-2 points)	55.00	55.00
		CAT D - Mobile/ Certified 'Wanzam' Operators	120.00	120.00
		CAT E - Barbering accessory shop	50.00	50.00
21		CATTLE FEES/KRAAL	One Time	
		Registration of Cattle Owners	500.00	500.00
			Per Animal	
		Local Cow	5.00	5.00
		Aliens Cow	10.00	10.00

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22	LOGGING		Per Trip	
		Articulator Truck		70.00
		Kia Truck		50.00
		Kia Truck(Mini)		35.00
23	Beer/Wine/Spirits/Soft Drinks Sales		Per Annum	
		CAT A - Depots		550.00
		CAT B - Wholesale		522.00
		CAT C - Retail		63.00
25	Bicycles/Tricycles/Motorcycles Parts Sales		Per Annum	
		CAT A - Multiple Products		120.00
		CAT B - Motorcycle/Tricycle with Parts		100.00
		CAT C - Motorcycle/Tricycles		80.00
		CAT D - Bicycle with Parts		70.00
		CAT E - Bicycles		60.00
26	Bicycle/ Tricycle/ Motorcycle Repairers		Per Annum	
		CAT A - Tricycle/ Motorcycle		120.00
		CAT B - Bicycle		55.00
32	Bolt and Knot Dealers		Per Annum	
		CAT A - Shop		35.00
		CAT B - Table Top		25.00
33	Boutiques		Per Annum	
		CAT E - Others		40.00
37	Building Material Dealers – Retail		Per Annum	
		CAT A - Large Scale		250.00
		CAT B - Medium Scale		220.00
		CAT C - Small Scale (Containers/ Kiosk)		180.00
39	Butcher's Licence		Per annum	
		CAT 'A'		50.00
		CAT 'B'		45.00
42	Carpentry Workshops		Per Annum	

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		CAT A - All Works		320.00	
		CAT B - Furniture (plus upholstery - Medium)		280.00	
		CAT C - Furniture (plus upholstery - Small)		250.00	
		CAT D - Furniture Only		200.00	
		CAT E - Minor Works		120.00	
44		Contracted Caterers (e.g. School Feeding)	Per Annum		
		CAT A - Above 1,000 pupils		522.00	
		CAT B - Above 500 to 1,000 pupils		418.00	
		CAT C - Up to 500 pupils		313.00	
55		Coffin Dealers	Per Annum		
		CAT C - Manual (Manufacture & Sale)		120.00	
		CAT D - Sales Outlets		60.00	
		CAT E - Manufacturers Only		30.00	
57		Cold Storage Facilities	Per Annum		
	iii.	<i>Non-Importers with Containerised Cold Storage Facilities (Local)</i>			
		CAT A - 40 Footer Container		200.00	
		CAT B - 20 Footer Container		100.00	
		CAT C - Below 20 Footer Container		60.00	
		CAT D - Deep freezer		30.00	
58		Commercial Houses/Departmental Stores	Per Annum		

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		CAT G - Neighbourhood Shops		150.00	
		CAT H - Containers/Small Shops		100.00	
61		Communication Mast Operating Licence	Per Annum /per mast		
		CAT A - 1-10 Masts		1,670.00	
		CAT B - 11-20 Masts			
		CAT C - 21-30 Masts			
		CAT D - 31-40 Masts			
		CAT E - Above 40 Masts			
63		Condiments/Confectioneries (e.g. Biscuits, toffees and spices)	Per Annum		
		CAT A - Wholesale		100.00	
		CAT B - Retail		50.00	
		CAT C - Table Top		30.00	
		CAT D - Container (Large)		70.00	
		CAT E - Container (Small)		50.00	
		CAT F - Wooden kiosk (Large)		40.00	
		CAT G - Wooden Kiosk (Small)		20.00	
82		Educational Institutions – Private	Per Annum		
	i.	<i>Pre-school Facilities</i>			
		CAT A - Day Care/Crèche/Nursery/KG/ preschool		200.00	

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		CAT B - Day Care/Crèche/Nursery/KG middle Class		180.00	
		CAT C - Day Care/Crèche/Nursery		100.00	
		CAT D - Day Care/Crèche		80.00	
		CAT E - Day Care or Crèche or Nursery or KG only		50.00	
	ii.	<i>Primary Schools/Junior High Schools</i>			
		CAT 'A'		850.00	
		CAT 'B'		550.00	
		CAT 'C'		100.00	
		CAT 'D'		75.00	
	iii.	<i>Senior High/Technical Schools</i>			
		CAT 'A'		1,250.00	
		CAT 'B'		500.00	
		CAT 'C'		375.00	
	iv.	<i>Training & Vocational Institutions</i>			
		CAT A - Fashion Designing School		400.00	
		CAT B - Catering School		250.00	
		CAT C - Floral Training School		200.00	
		CAT D - Cosmetologist/Beauticians		150.00	
	v.	<i>Tertiary Schools</i>			
		CAT A - Special Institution (e.g Above decrees, Football academies, etc.)		3,000.00	
		CAT B - Degree and above		1,650.00	
		CAT C - Diploma		1,500.00	
		CAT D - Certificates		1,150.00	
	vi.	<i>Computer Schools/ Training Centre</i>			
		CAT A - International		1,000.00	
		CAT B - Local (Large)		500.00	
		CAT C - Local (Small)		200.00	

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	vii.	Special Tutoring (Professional Part-Time Classes/Remedial School)		400.00	
	viii.	Media Schools		100.00	
	ix.	Private Library		100.00	
84		Electrical Appliances (New & Second-hand)	Per Annum		
		CAT A - Importers/Wholesalers			
		CAT B - Wholesalers			
		CAT C - Retailers (Large)			
		CAT D - Retailers - (Small)		50.00	
		CAT E - Table Top		20.00	
88		Electronic Media (Radio) Operators	Per Annum		
		CAT A - National & Inter-Regional		1,300.00	
		CAT B - Regional		1,250.00	
		CAT C - District		600.00	
		CAT D - Community		250.00	
		CAT E - Information Centres (Urban)		100.00	
		CAT F - Information Centres (Rural)		50.00	
97		Financial Institutions (Banking)	Per Annum		
		CAT F - Rural Bank		1,750.00	
		CAT G - Agency Office (Rural Bank)		500.00	
		CAT H - Mobilisation Centres/Vans		125.00	
98		Financial Institutions (Non-Banking)	Per Annum		
	ii.	Micro-Finance Institutions			
	-	Saving and Loans Company/Credit Unions			
		CAT A - Head Office			
		CAT B - Regional Office			
		CAT C - Branch Office		450.00	
		CAT D - Collection Points		175.00	
		CAT E - Susu Collectors		63.00	
	-	Mobile Money			

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		CAT 'A'		175.00	
		CAT 'B'		53.00	
99		Fish Farming Companies	Per Annum		
		CAT A - Large Scale		150.00	
		CAT B - Medium Scale		100.00	
		CAT C - Small Scale		50.00	
100		Hardware and Spare Parts Dealer-Store	Per Annum		
		CAT A		50.00	
		CAT B		45.00	
101		Hardware and Spare Parts Dealer-Kiosk	Per Annum		
		CAT A		50.00	
		CAT B		45.00	
102		Cement Dealer	Per Annum		
		Store		50.00	
		Kiosk		45.00	
110		Hair & Beauty Service Providers	Per Annum		
		CAT A - Beauty Parlour and School		1,200.00	
		CAT B - Beauty Parlour		130.00	
		CAT C - Salon with pedicure, manicure, braiding/weaving		100.00	
		CAT D - Big Salon		60.00	
		CAT E - Small Salon		35.00	
		CAT F - Braiding and Weaving Only		50.00	
		CAT G - Braiding Only		50.00	
114		Health Facilities – Private	Per Annum		
	iii.	Hospitals/Clinics			
		CAT A - Specialised (Chiropractic /Homeopathic etc.)		900.00	
		CAT B - In and Outpatient		600.00	
		CAT C - Outpatient		300.00	
	iv.	Maternity Homes			

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		CAT A - General Services		100.00	
		CAT B - Midwifery Services		55.00	
	v.	Medical Laboratory Facilities			
		CAT A - General Services		500.00	
		CAT B - Specialised Services		275.00	
		CAT C - Ordinary Services		150.00	
	vii.	Licenced Herbal Medicine Units			
		CAT A - Foreign Clinics and Shops		1,850.00	
		CAT B - Foreign Clinics or Shops		500.00	
		CAT C - Clinic and Medicine Producers (Local)		375.00	
		CAT D - Clinic Only (Local)		300.00	
		CAT E - Medicine Producers Only (Local)		275.00	
		CAT F - Herbal Shops (Local)		100.00	
		CAT G - Shop on wheel (Mobile)		150.00	
125		Leather Works	Per Annum		
		CAT C - Producers (Handmade)		70.00	
		CAT D - Repairers (e.g Cobbler or Shoe Shine)		30.00	
127		Livestock Farms	Per Annum		
		CAT A - Very large-sized		500.00	
		CAT B - Large-sized		375.00	
		CAT C - Medium-sized		250.00	
		CAT D - Small-sized		100.00	
		CAT E - Very Small-sized		50.00	
128		Lottery Business Operators	Per Annum		
		CAT C - Lotto Receiver		200.00	
129		Manufacturing/Processing Companies	Per Annum		
		CAT A - International (Large Scale)		28,000.00	
		CAT B - International (Medium Scale)		22,500.00	
		CAT C - International (Small Scale)		17,500.00	

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	CAT D - National (Large Scale) Commercial Farms-HGL LTD		14,000.00
	CAT E - National (Medium Scale)		9,000.00
	CAT F - National (Small Scale)		6,000.00
	CAT G - Local (Large Scale)		5,500.00
	CAT H - Local (Medium Scale)		5,000.00
	CAT I - Local (Small Scale)		3,500.00
	Registration	OneTime	10,000.00
136	Milling Businesses (For Food)	Per Annum	
	CAT A - Above 3 Machines		400.00
	CAT B - 2-3 Machines		320.00
	CAT C - 1 Machine Only		120.00
137	Mineral Water Producers	Per Annum	
	CAT A - Bottled, Sachet & Filtered Water		650.00
	CAT B - Bottled & Sachet Water		500.00
	CAT C - Sachet Water		250.00
138	Mineral Water Distribution/Sales	Per Annum	
	CAT A - Depot		225.00
	CAT B - Wholesale		150.00
	CAT C - Retail (Large)		75.00
	CAT D - Retail (Medium)		30.00
	CAT E - Retail (Small)		12.00
145	Mobile Sales Vans (Per Vehicle)	Per Annum	50.00
145	Non-Governmental Institutions Registration	Onetime payment	
	CAT A - International NGOs/CSOs		200.00
	CAT B - Local NGOs/CSOs		150.00
	CAT C - Community CSOs/CSOs		75.00
148	Non-Governmental Institutions (Renewal)	Per Annum	
	CAT A - International NGOs/CSOs		120.00

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		CAT B - Local NGOs/CSOs		75.00	
		CAT C - Community NGOs/CSOs		50.00	
159		Poultry Farms	Per Annum		
		CAT A - Above 2000 Birds		209.00	
		CAT B - Up to 2000 Birds		157.00	
		CAT C - Up to 1000 Birds		105.00	
		CAT D - Up to 500		53.00	
167		Quarry/Sand Operators	Per Annum		
		CAT A - Mechanised Quarry (Large) eg.GIS etc		15,000.00	
		CAT B - Mechanised Quarry (Small)		12,600.00	
		CAT C - Sand Winning (Registration)		3,000.00	
		CAT D - Stone Contractors		2,500.00	
		CAT E - Manual Stone Crackers/Labourers		40.00	
		Registration	OneTime	12,000.00	
168		Real Estate Operators	Per Annum		
	i.	Agents			
		CAT A - Large Scale		2,860.00	
		CAT B - Medium Scale		1,670.00	
		CAT C - Small Scale		800.00	
	ii.	Developers			
		CAT A - Large Scale		3,000.00	
		CAT B - Medium Scale		2,500.00	
		CAT C - Small Scale		2,100.00	
	iii.	Property Managers			
		CAT A - Large Scale (International)		1,500.00	
		CAT B - Medium Scale (National)		450.00	
		CAT C - Small Scale (Local)		200.00	
172		Registration of Associations & Religious Bodies	Per Annum	150.00	
175		Scrap Metal Dealers (Including Mine Scrap)	Per Annum		

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	CAT A - Large Scale (Export)		600.00
	CAT B - Medium Scale (Depot)		550.00
	CAT C - Small Scale (Collection Points)		75.00
204	Wood Fuel	Per Annum	
	CAT A - Charcoal Producers		120.00
	CAT B - Firewood Sellers (Large)		120.00
	CAT C - Firewood Sellers (Medium)		60.00
	CAT D - Firewood Sellers (Small)		30.00
	CAT E - Charcoal Sellers		30.00

8.1 LICENCES/PERMITS

8.1.2 Permits - Proportional Alternative

Main Item	Sub Item	Item Description	Frequency/ Measure	Rate GH¢
				2020
		Formula		
		BUILDING PLANS AND PERMITS	Per Project	
1		JACKET/APPLICATION FORMS		63.00
2		BUILDING PROCESSING FEE (Non-Refundable Deposit)		
	i.	RESIDENTIAL		
		Building 1-3 Rooms		40.00
		Building 4-6 Rooms		50.00
		Building 7-10 Rooms		60.00
		General residential development (1 storey)		200.00
		2 storey residential development		260.00
		3 storey residential development (below a gross floor area of 450m ²)		330.00
		3 storey and above residential development (Above gross floor area of 450m ²)		383.00
		Apartments	Per Unit	95.00
	ii.	COMMERCIAL	Per Annum	
		Service/Filling Stations	Per Annum	

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	CAT A - Multi Purpose - Large (eg. Fuel, Shopping Centre, Vulcanizing, Washing bay, etc.)		3,129.00	
	CAT B - Multi Purpose - Medium (eg. Fuel, Shopping Centre, Vulcanizing, Washing bay, etc.)		2,800.00	
	CAT C - Fuel and Shopping Centres		2,600.00	
	CAT D - Fuel, and Washing Bay		1,000.00	
	CAT E - Fuel Only		800.00	
	Table Top Fuel Dealer		30.00	
	CAT F - Surface Tank Points		200.00	
	CAT G - Kerosene		150.00	
	CAT H - LPG Retail Points of CAT A		1,500.00	
	CAT I - LPG Retail Points of CAT B		1,300.00	
	CAT J - LPG Only (Large)		800.00	
	CAT K - LPG Only (Small)		300.00	
	CAT L - Washing Bay only		100.00	
	Shops			
	Up to 2 storey shops development		85.00	
	Shops development (below a gross floor area of 450m ²)		100.00	
	Shops development (above gross floor area of 450m ²)		260	
	Hotels			
	2 Storey Hotel building		175	
	Storey Hotel building		225	
	Hotel Building (above a gross floor area of 450m ²)		585	
	Restaurants			
	Single storey restaurant		135	
	2 storey restaurant		150	
	3 storey restaurant		200	

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	Restaurant Building with gross floor area above 450m ²		520	
	Banking hall			
	Groundfloor Banking hall		110	
	1 storey Banking hall		175	
	2 storey Banking hall		250	
	3 storey Banking hall		375	
	Banking hall with a gross floor area above 450m ²			
	Radio/TV station building			
	Groundfloor Building		160	
	1 storey building		175	
	2 storey building		250	
	3 storey building		300	
	Radio/TV station building with gross floor area above 450m ²			
	Telecommunication Mast	Per Annum	1,600	
iii.	CIVIC AND CULTURAL			
	Offices			
	Up to 2 storey office		150	
	3 storey office		210	
	Office building with gross floor area above 450m ²		552.5	
	Churches/mosque			
	Church /Mosque Building		110	
	1 storey church/mosque		209	
	2 storey church/mosque		250	
	3 storey church/mosque		350	
	Church/Mosque building with gross floor area above 450m ²		520	
	Hospital/clinic/laboratory			

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	Groundfloor Hospital/clinic/laboratory		140	
	1 storey Hospital/clinic/laboratory		150	
	2 storey Hospital/clinic/laboratory		225	
	3 storey Hospital/clinic/laboratory		275	
	Hospital/clinic/laboratory building with gross floor area above 450m ²			
iv.	FACTORIES/INDUSTRIAL BUILDINGS			
	Ware house (storage only)		150	
	1 storey Ware house (storage only)		200	
	2 storey Ware house (storage only)		250	
	3 storey Ware house (storage only)		300	
	Ware house building with gross floor area above 450m ²		840	
	Ware house and Office		240	
	1 storey Ware house and Office		250	
	2 storey Ware house and Office		280	
	3 storey Ware house and Office		320	
	Warehouse/Office building with gross floor area above 450m ²		1080	
	Ware house and Residence		240	
	1 storey Warehouse & Residence		280	
	2 storey Warehouse & Residence		330	
	3 storey Warehouse & Residence		400	
	Warehouse/residence building with gross floor area above 450m ²		1,080.00	
	Factories		1820	
	Up to 2 storey factory		2,250	
	Up to 3 storey factory		3200	
	Factory with gross floor area above 450m ²		1,440.00	
	Industrial complex			
	Up to 2 storey industrial complex		500	

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	Up to 3 storey industrial complex	800	
	Industrial Complex with gross floor area above 450m ²	1800	
v.	EDUCATION (PRIVATE)		
	Pre-school	80	
	1 storey pre-school	100	
	2 storey pre-school	125	
	3 storey pre-school	150	
	Pre-school building with gross floor area above 450m ²	390	
	Basic School		
	1 storey basic school	125	
	2 storey basic school	180	
	3 storey basic school	250	
	Basic School building with gross floor area above 450m ²	650	
	Second Cycle School		
	1 storey second cycle school	300.00	
	2 storey second cycle school	400.00	
	3 storey second cycle school		
	Second Cycle School building with gross floor area above 450m ²	1,800.00	
	Basic and second cycle		
	1 storey basic and second cycle school	500.00	
	2 storey basic and second cycle school	600.00	
	3 storey basic and second cycle school	700.00	
	Basic & Second Cycle School building with gross floor area above 450m ²	2,520.00	
	Vocational/Technical		

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		1 storey vocational/technical school		375
		2 storey vocational/technical school		450
		3 storey vocational/technical school		500
		Vocational/Technical school building with gross floor area above 450m ²		1,365.00
		Tertiary		
		1 storey private tertiary school building		600
		2 storey private tertiary school building		750
		3 storey private tertiary school building		1,000
		Private Tertiary School building with gross floor area above 450m ²		2,600.00
		Driving Schools		
		1 storey private driving school		400.00
		2 storey private driving school		500.00
		3 storey private driving school		600.00
		Private Driving School building with gross floor area above 450m ²		2,520.00
		SUB-DIVISIONS		
	i.	Residential		
		1st Class		
		0.16 acre		2,500
		0.17 - 0.32acre		3,000
		0.33 - 1 acre		3,500
		Above 1 acre		5,000
		2nd Class		
		0.16 acre		1,000
		0.17 - 0.32acre		1,200
		0.33 - 1 acre		1,700
		Above 1 acre		2,500
		3rd Class		
		0.16 acre		600

APPROVED FEE FIXING FOR 2020 FISCAL YEAR

		0.17 - 0.32acre		1,100	
		0.33 - 1 acre		1,500	
		Above 1 acre		2,500	
	ii.	Commercial			
		0.16 acre		3,200	
		0.17 acre - 0.32 acre		4,000	
		0.33 - 1 acre		4,500	
		Above 1 acre		5,000	
	iii.	Industrial			
	-	Heavy Duty			
		0.32 acre		2,500	
		0.32 - 1 acre		3,250	
		Above 1 acre		4,000	
	-	Light Duty			
		0.32 acre		2,500	
		0.32 - 1 acre		1,250	
		Above 1 acre		4,000	
	iv.	Civic and Cultural			
		0.32 acre		3,800	
		0.32 - 1 acre		4,200	
		Above 1 acre		5,750	
	v.	Education			
		0.32 acre		3,800	
		0.32 - 1 acre		4,000	
		Above 1 acre		5,100	
5		CHANGE OF USE			
	i.	Residential to commercial			
		1st Class			
		Up to 0.32 acre		3,000	
		0.33 - 1 acre		3,800	
		Above 1 acre		4,500	

APPROVED FEE FIXING FOR 2020 FISCAL YEAR

	2nd Class		
	Up to 0.32 acre		2,500
	0.33 - 1 acre		2,800
	Above 1 acre		4,000
	3rd Class		
	Up to 0.32 acre		1,800
	0.33 - 1 acre		2,500
	Above 1 acre		3,200
ii.	Residential to Educational		
	1st Class		
	Up to 0.32 acre		3,000
	0.33 - 1 acre		3,800
	Above 1 acre		5,500
	2nd Class		
	Up to 0.32 acre		1,500
	0.33 - 1 acre		2,300
	Above 1 acre		3,000
	3rd Class		
	Up to 0.32 acre		1,000
	0.33 - 1 acre		1,800
	Above 1 acre		2,400
iii.	Residential to Light industrial		
	1st Class		
	Up to 0.32 acre		3,000
	0.33 - 1 acre		4,000
	Above 1 acre		6,000
	2nd Class		
	Up to 0.32 acre		1,800
	0.33 - 1 acre		2,000
	Above 1 acre		3,200
	3rd Class		

APPROVED FEE FIXING FOR 2020 FISCAL YEAR

		Up to 0.32 acre	1,200
		0.33 - 1 acre	1,700
		Above 1 acre	2,500
	iv.	Residential to Civic and Cultural	
		1st Class	
		Up to 0.32 acres	3,300
		0.33 - 1 acre	4,200
		Above 1 acre	6,000
		2nd Class	
		Up to 0.32 acre	1,800
		0.33 - 1 acre	2,300
		Above 1 acre	2,800
		3rd Class	
		Up to 0.32 acre	1,250
		0.33 - 1 acre	1,600
		Above 1 acre	2,200
	v.	Industrial to Civic and Cultural	
	-	Heavy Duty	
		Up to 1 acre	5,000
		Above 1 acre	7,500
	-	Light Duty	
		Up to 1 acre	3,000
		Above 1 acre	5,000
	vi.	Industrial to Mixed Use	
		Heavy Duty	
		Up to 1 acre	6,600
		Above 1 acre	8,000
		Light Duty	
		Up to 1 acre	4,500
		Above 1 acre	6,000
	vii.	Educational to Mixed Use	

APPROVED FEE FIXING FOR 2020 FISCAL YEAR

		Up to 0.32 acre		4,500
		0.33 - 1 acre		5,200
		Above 1 acre		6,000
	viii.	Educational to residential		
		Up to 0.16 acre		3,400
		0.17 - 0.32 acre		4,500
		0.33 acre and above		6,100
	ix.	Open space to residential		
		0.32 - 1 acre		5,000
		Above 1 acre		6,200
	x.	Open space to education		
		Up to 0.32 acre		4,000
		0.33 - 1 acre		5,200
		Above 1 acre		6,300
	xi.	Open space to mixed use		
		Up to 0.32 acre		5,200
		0.33 - 1 acre		5,800
		Above 1 acre		6,200
		Publication of Approved Rezoning Request		1,500



LICENCES/PERMITS				
8.1.2b Permits - Floor Space Alternative				
Main Item	Sub item	Description of Item	Frequency/ Measure	
		PERMIT CHARGES		
	A	PERMAMENT STRUCTURES		
	i.	Domestic		
		Residential Dwelling Houses	m ²	1.20
		Stores	m ²	4.00

APPROVED FEE FIXING FOR 2020 FISCAL YEAR

		Septic Tank	Nr	20.00
		Fence Wall	m ²	0.60
	ii.	Commercial/Civic & Cultural		
		Community centres	m ²	3.50
		Residential Flats,Stores	m ²	3.00
		Offices	m ²	6.50
		Guest Houses	m ²	6.50
		Banks	m ²	6.50
		Hostel Apartments	m ²	6.50
		Hotels	m ²	6.50
		Schools	m ²	6.50
		Hospital/ Clinics	m ²	3.10
		Church	m ²	3.10
		Market Sheds	m ²	4.50
		Fence Wall	m ²	0.90
		Septic Tank	Nr	25.00
	iii.	Industrial		
		Filling Station		
		Underground Tank	Nr	1,200.00
		Fuel / Gas Pumps	Nr	700.00
		Building	m ²	8.00
		Factory	m ²	12.50
		Warehouse	m ²	12.50
		Septic Tank	Nr	180.00
		Fence Wall	m ²	3.50
		swimming pool	m ²	6.00
		Mast/communication Tower	Nr	7,500.00
		Radio/TV station Tower	Nr	300.00
		Paving/ parking	m ²	7.00
	B	TEMPORARY STRUCTURES		
		Other Temporary Structures		

APPROVED FEE FIXING FOR 2020 FISCAL YEAR

		Neo Eletronic sign board	m ²	40.00
		Funeral Banner for 1 - 4 weeks	m ²	15.50
		Funeral Billboard for 1 - 4 weeks	m ²	20.00
		Others Bill boards	m ²	30.00
		Political Bill boards	m ²	40.00
		Permit for Kiosks (eg. Lotto)	m	10.00
		Permit for Kiosks (eg. Container)	m ²	10.00
		signboards(eg. Bussiness Directional Signboards)	m ²	22.00
	C	RENEWAL CHARGES		
	i.	Temporary Structures		50%
	ii.	Permament Structures		50%

FEES				
Main Item	Sub item	Description of Item	Frequency/ Measure	2020
1		Burial (Cemetery) Fees		
	i.	General	Per Burial	
		CAT A - 1 - 5 years		30
		CAT B - 6 -17 years		30
		CAT C - Adults (Above 18 years)		30
		CAT D - Tombstone e.g. marble, terrazzo, vault		150
		CAT E- Concrete Vault with building		2,000

APPROVED FEE FIXING FOR 2020 FISCAL YEAR

		CAT F- Concrete Vault with iron bars/chain fencing		2,250	
2		Business/Product Promotion	One Week	125	
3		Calibration of Noise Emission	Per Visit		
		CAT A - Large groups		175	
		CAT B - Medium groups		125	
		CAT C - Small groups		75	
		CAT D - Others (Special Permit)		50	
5		Crusade Outreach /Concert Programmes	Per Day	20	
6		Environmental Health Inspection and Certificate fee	Per Visit		
	i.	Application Forms		5	
	ii.	Suitability (Health) Certification			
		CAT A - Hotels and Restaurants		125	
		CAT B - Chop and Drinking Bars		50	
		CAT C - Food Vendors		25	
7		Export/Conveyance			
	i.	Animals			
		Cow (Foreign Heardsmen)	Per animal	21	
		Cow (Local Heardsmen)	Per animal	21	
		Sheep, Goats, Pigs, Donkey, Dog etc.	Per animal	3	
		Birds	Per bird	1	
		Fish	Per basket	1.5	
		Bush Meat	Per animal	1.5	
	v.	Charcoal	Per bag		
		Max bag		7	
		Mini bag		5	
	vi.	Firewood			
		- Articulated Truck	Per load	84	
		- Mummy Truck	Per load	74	
		- Kia Truck	Per load	20	

APPROVED FEE FIXING FOR 2020 FISCAL YEAR

		- Abossey Okai macho motor king/ Donkey Cart	Per load	5
	xi.	Stones/Quarry/Gravel Products		
		22 Cubic	Per load	63
		20 Cubic	Per load	56
		18 Cubic	Per load	50
		12 Cubic	Per load	43
		7.5 Cubic	Per load	40
		6.5 Cubic	Per load	36
		KIA Trucks	Per load	20
		Sand Winning	Per load	10
	xii	Vehicle Sticker	Per Annum	
		Motorbike		5
		Bus/Taxi		10
		Trucks		15
	xiii	Lumber Dealer	Per Trip	
		Full Truck		50
		Half Load		40
11		Marriage Fees		
		Ordinance (Cap 127)	Per Registration	100
		Customary Marriage	Per Registration	100
		Divorce Certificate (Customary)	Per Document	100
		Registrar's Certificate	Per Document	35
		Certificate of Marriage	Per Document	100
		Certified True Copy	Per document	100
		Filing of Notice/Caveat (First)		50
		Filing of Notice/Caveat (Final)		50
		Authentication of Marriage Certificate		50
		Marriage ceremony (Weekdays)		50

APPROVED FEE FIXING FOR 2020 FISCAL YEAR

		Marriage ceremony (Week-end)		100	
		Search Fee (for marriage registration)		50	
		Use of Assembly's Hall - Marriage Ceremony	Per 30 Minutes	50	
		Registration of Churches for Marriage	Per Church	1,500	
		Spinster/ Bachelor Certificate		75	
		Registration of Marriage by Proxy	Per Registration	400	
14		SALE OF CONTRACT DOCUMENTS-			
	B	Class B (Mun./Dist.)			
	i.	Goods & Services			
		CAT A - Above 400,000 (Approved by Regional Tender Review Committee)		313	
		CAT B - Above 50,000 - 400,000 (Approved by Entity Tender Committee)		209	
		CAT C - Up to 50,000 (Approved by Entity Head)		53	
	ii.	Works			
		CAT A - Above 550,000 (Approved by Regional Tender Review Committee)		418	
		CAT B - Above 90,000 - 550,000 (Approved by Entity Tender Committee)		313	
		CAT C - Up to 90,000 (Approved by Entity Head)		105	
15		Search Fee (General Information)	One Time Payment	120	
16		Slaughter House			
		Slaughter of Cow/Donkey	Per animal	21	
		Slaughter of Sheep/Goat/ Pig	Per animal	11	
19		Waste Management			
	A	Dislodgement of Liquid Waste			
	i.	Dislodging			

APPROVED FEE FIXING FOR 2020 FISCAL YEAR

	CAT A - Dislodging (Domestic)		50
	CAT B - Dislodging (Commercial and Industrial undertaking)		200
	CAT C - Dislodging (Outside District Capital)		80
	CAT D - Dislodging (Outside District)		250
20	Road Block		
	CAT A - Collector Accesses	Per day	350
	CAT B - Local Accesses	Per day	100

8.3 FINES

Main Item	Sub Item	Item Description	Frequency/ Measure	Rate GH¢
				2020
		Formula		
1		Building Offences	Per Case	
	i.	Penalty for development without permit		50%
	ii.	Occupying Newly Completed Developments without Occupancy (Habitation) Certificate		30%
	iii.	Penalty For Unauthorised Placements		30%
	iv.	Penalty for Refurbishment/ Renovation without permit		30%
	v.	Penalty for development in unauthorised places		50%
	vi.	Penalty for Violating 'Stop-Work' Order		50%
	vii.	Installation of Radio/TV/Internet/Communication Mast & Others - Refusal to obtain permit		50%
2		Environmental Health/Safety/ Sanitation Offences	Per Case	
	i.	Defecating at unauthorized places		60
	ii.	Urinating at unauthorized places		10
	iii.	Selling at unauthorized places		20
	vi	Penalty of confiscated Building Tools		80

APPROVED FEE FIXING FOR 2020 FISCAL YEAR

	viii.	Refusal to pay for Environmental Health Permit		30%	
	ix.	Refusal to comply with abatement			
		CAT A - Industrial		250	
		CAT B - Commercial		200	
		CAT C - Residential		150	
	x.	Excessive Noise Making			
		CAT A - Large groups		100	
		CAT B - Medium groups		80	
		CAT C - Small groups		50	
		CAT D - Others (Special Permit)		5	
	xi.	Cutting of trees without permit	Per Tree	30	
3		Impounding – Stray Animals	Per animal/ day		
	i.	Collection - Sheep/ Goat/ Pigs/Dogs		50	
	ii.	Collection - Donkey/ Horse/ Cow		126	
	iii.	Feeding - Sheep/ Goats		16	
	iv.	Feeding - Pigs		31	
	v.	Feeding - Dogs		16	
	vi.	Feeding - Donkey/ Horse/Cow		84	
4		Miscellaneous Offences	Per Case		
	i.	Removal/Missing Property number plate		30	
	ii.	Removal/Destruction/Defacing of Street Name Signage		80%	
	iii.	Destruction of Street Light Poles/Other road furniture		80%	
	iv.	Posting of bills at unauthorized places		30	
	v.	Failure to pay BOP/Rate/Rent		30%	
	viii.	Penalty for bounced cheques		50%	
	ix.	Transfer of stalls/stores without Assembly approval		500	

APPROVED FEE FIXING FOR 2020 FISCAL YEAR

7		Unauthorised Diversion	Per case	
	i.	Diversion of river/stream course		8,000
	ii.	Diversion of drains		4,000
	iii.	Channelling of sewage waste into drains		3,000
8		Illegal/Un-licenced Activities	Per Case	
		Gold Buying & Sales		
		Logging and sale of logs		15,000
		Mining (Galamsey)		25,000
		Production and sale of Armunitions		20,000
		Quarry Operations		15,000
		Sand Winning		15,000

Penalty of confiscated Building Tools Per Case

8.4 RATES				
Main Items	Sub Items	Item Description	Rate GH¢	
			Frequency/Measure	2020
		Formula		
1		Basic Rates		2.00
2		Property Rates (Refer to Section 3.2)		
		Unassessed Properties:	Per Annum	
		1st Class Residential		53.00
		2nd Class Residential		42.00
		3rd Class Residential		32.00
		4th Class Residential		21.00
		Sandcrete Buildings - Roofing Sheet		11.00
		1 Storey building		126.00
		2 Storey Above		157.00
3		Special Rates		
	i.	Bicycle Rates		1.00

APPROVED FEE FIXING FOR 2020 FISCAL YEAR

	ii.	Cattle Rates - Aliens		13.00
	iii.	Cattle Rates - Residents		5.00
	iv.	Donkey Rates		8.00
	v.	Dog/Goat/Sheep Rates		1.00
	vi.	Pig Rates		2.00

8.5 RENT				
Main Item	Sub Item	Item Description	Frequency/ Measure	2020
		Formula		
1		Bill boards	PER MONTH	
		CAT 'A'		1,064
		CAT 'B' (Memorial Adverts)		100
		CAT 'C' (Small of CAT 'B')		50
2		Hiring of Assembly Facilities	Per day	
	i.	CAT A - Assembly Hall		53
	ii.	CAT B - Assembly conference room		84
	iii.	CAT C - Community centres		50
	v.	CAT E - Assembly Hall for Church Service and other events		80
	vi.	CAT F - Others		20
3		Market	Per Month	
	i.	Stores		
		CAT A - In CBD (Central Business District)		30
		CAT B - Satellite Markets		25
		CAT C - Outside CBD		20
		CAT D - Sub District Store		8
	ii.	Stalls		

APPROVED FEE FIXING FOR 2020 FISCAL YEAR

		CAT A - In CBD		5
		CAT B - Satellite Market		4
		CAT C - Outside CBD		3
		CAT D - Sub District Store		2
	ii.	Sheds		
		CAT A - In CBD		5
		CAT B - Satellite Markets		4
		CAT C - Outside CBD		3
		CAT D - Sub District Store		2
	iii.	Rent of Undeveloped Lands	4x4 ft	15
4		Official Residence	Per Month	
	i.	Management Staff Quarters		8%
	ii.	Senior Staff Quarters		6%
	iii.	Junior Staff Quarters		5%
	iv.	Guest Houses		
7		Rent for Vendor Stands	Per Month	50

8.6 INVESTMENT				
Main Item	Sub Item	Item Description	Frequency/ Measure	2020
1		Buildings	Per Annum	
		Slaughter House		600.00
		Slaughtering	Per Animal	20.00
2		Farm Implements	Per acre	
		Tractors		125.00
		Shellers	Per 50kg bag	16.00
		Planters	Per acre	53.00
		Motorised Spraying Machines	Per acre:	

APPROVED FEE FIXING FOR 2020 FISCAL YEAR

			Weedicides	40.00	
			Insecticides	50.00	
3		Transport Services			
		Water Tanker	Per trip	626.00	
		Water Tanker	Per day	1,251.60	
5		Trading Services			
		Equipment/Plant & Machinery (Grader)	Per day	1,500.00	

APPROVED FEE FIXING FOR 2020 FISCAL YEAR

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