

D R A F T S T A T U T O R Y I N S T R U M E N T S

2018 No.

PASSPORTS

The Passport (Fees) Regulations 2018

Made - - - -

Coming into force - -

27th March 2018

The Secretary of State, makes the following Regulations in exercise of the powers conferred by sections 86, 87(2) and 93(6)(a) and (d) of the Immigration Act 2016(a) (“the Act”).

A draft of these Regulations has been laid before Parliament and has been approved by each House of Parliament in accordance with section 93(2)(j) of the Act.

In accordance with section 87(1) of the Act, these Regulations are made with the consent of the Treasury.

Citation and commencement

1. These Regulations may be cited as the Passport (Fees) Regulations 2018 and come into force on 27th March 2018.

Interpretation

2.—(1) In these Regulations—

“dependant” in relation to another person (“P”), means a person who is P’s husband, wife, civil partner, son, daughter, step son, step daughter, father, mother, grandson, granddaughter, grandfather or grandmother and who is financially dependent on P on the date on which the application is made;

“fast track collect service” means an application made in person, either by the applicant or by another person acting on behalf of the applicant, which is to be administered within seven working days of that application having been made, and which permits the applicant or another person acting on behalf of the applicant to collect the passport in person;

“fast track service” means an application made in person, either by the applicant or another person acting on behalf of the applicant, which is to be administered within seven working days of that application having been made;

“premium collect service” means an application made online, which is to be administered no sooner than within four hours of that application having been made, and which permits the applicant or another person acting on behalf of the applicant to collect the passport in person;

“premium service” means an application made in person, either by the applicant or another person acting on behalf of the applicant, which is to be administered within twenty-four hours of that application having been made;

“working day” means a day which is not a Saturday or Sunday, Christmas Day, Good Friday or a bank holiday under the Banking and Financial Dealings Act 1971(a) in the part of the United Kingdom in which the application is administered.

(2) Subject to regulation 3(4), in these Regulations, any reference to the age of an applicant is a reference to their age on the day on which their application is made.

Fees

3.—(1) Subject to paragraph (2) a fee is to be charged in respect of the exercise of each of the functions of the Secretary of State which are specified in the table in the Schedule.

(2) No fee is to be charged for administering an application made for a 34 page passport where it is made by post or online (other than by using a premium collect service) if the applicant was born on or before 29th September 1929.

(3) For a function specified in the table, the fee payable in a particular case is the amount specified in the final column of the table in the entry for that function, in respect of the method of application used in that particular case by a person of the applicant’s age and status.

(4) An applicant who is 15 years of age may, within 3 weeks before their 16th birthday, pay the fee payable for a function by an applicant of 16 years of age or over (but not the fee payable by an applicant born on or before 2nd September 1929).

Waivers

4.—(1) Any fee for arranging delivery of a passport in relation to an application made outside the United Kingdom must be waived where the delivery of the passport is to a British Forces Post Office address or a United Kingdom address and the applicant—

- (a) is a member of, or attached to, Her Majesty’s armed forces or a dependant of such a person, and the application is made in accordance with the procedure whereby applications are checked and submitted to Her Majesty’s Passport Office by armed forces personnel who are nominated for that purpose; or
- (b) is a member of, or attached to, Her Majesty’s Diplomatic Service, or a dependant of such a person, and the application has been made in that official capacity; or
- (c) is an officer of Her Majesty’s Government, or a dependant of such a person, and the application has been made in that official capacity; or
- (d) was born on or before 2nd September 1929.

(2) Any fee that is payable by virtue of these Regulations may be waived where the United Kingdom Government has activated Exceptional Assistance Measures overseas and the person required to pay the fee has been directly affected by the incident in relation to which the Exceptional Assistance Measures have been activated.

(3) Any fee that is payable by virtue of these Regulations may be waived where there is a crisis in the United Kingdom or overseas and the person paying the fee has been directly affected by the crisis.

(4) In this regulation—

“crisis” means an incident in which at least five British citizens have been killed or injured, or are in danger of being killed.

(a) 1971 c. 80.

“Exceptional Assistance Measures” means measures activated in accordance with the Foreign and Commonwealth Office policy set out in the House of Commons written statement made on 10th December 2015: Exceptional Assistance Measures for Victims of Terrorist Incidents Overseas(a).

Amendment to the Consular Fees Order 2012

- 5.—(1) The Consular Fees Order 2012(b) is amended as follows.
- (2) In Article 2, omit the definitions for “fast-track service”, “fast-track collect service” and, so far as it is defined in relation to passport applications, “premium service”.
- (3) In Article 3, for “Parts 1 and 2” substitute “Part 1” and for “those tables” “that table”.
- (4) Omit Part 2 of Schedule 1 (table of Consular Fees Relating to Passport Services).

We consent to the making of these Regulations

Name
Name

Date Two of the Lords Commissioners of Her Majesty’s Treasury

Name
Minister of State
Home Office

Date

SCHEDULE Regulation 3
Fees Payable

PASSPORT APPLICATIONS MADE IN THE UNITED KINGDOM			
A.	Administering an application for a 34 page passport made in the United Kingdom, including an application for replacing an expired passport, replacing a passport of restricted validity with a new passport of full validity, issuing a new passport with amended personal details or replacing a lost or stolen passport and, if the application is successful, issuing a 34 page passport —		
	(a)	for an application made by post —	
	(i)	where the applicant is 16 years of age or over but was born after 2nd September 1929	£85
	(ii)	where the applicant is under 16 years of age	£58.50
	(b)	for an application made online —	
	(i)	where the applicant is 16 years of age or over but was born after 2nd September 1929	£75.50
	(ii)	where the applicant is under 16 years of age	£49

(a) Written statement - HCWS380.
(b) S.I. 2012/798 which has been amended by S.I. 2013/1720, S.I. 2014/509, S.I. 2014/3265 and S.I. 2016/373.

	(c)	for an application made online using the premium collect service —		
		(i)	where the applicant is 16 years of age or over but was born after 2nd September 1929	£177.00
		(ii)	where the applicant is under 16 years of age	£151.00
		(iii)	where the applicant was born on or before 2nd September 1929	£77.50
	(d)	for an application made in person —		
		(i)	using the fast track service —	
		(aa)	where the applicant is 16 years of age or over but was born after 2nd September 1929	£142.00
		(bb)	where the applicant is under 16 years of age	£122.00
		(cc)	where the applicant was born on or before 2nd September 1929	£42.50
		(ii)	using the fast track collect service —	
		(aa)	where the applicant is 16 years of age or over but was born after 2nd September 1929	£164.50
		(bb)	where the applicant is under 16 years of age	£142.00
		(cc)	where the applicant was born on or before 2nd September 1929	£65.00
		(iii)	using the premium service —	
		(aa)	where the applicant is 16 years of age or over but was born after 2nd September 1929	£177.00
		(bb)	where the applicant is under 16 years of age	£151.00
		(cc)	where the applicant was born on or before 2nd September 1929	£77.50
B.	Administering an application for a 50 page passport made in the United Kingdom, including an application for replacing an expired passport, replacing a passport of restricted validity with a new passport of full validity, issuing a new passport with amended personal details or replacing a lost or stolen passport and, if the application is successful, issuing a 50 page passport —			
	(a)	for an application made by post —		
		(i)	where the applicant is 16 years of age or over	£95
		(ii)	where the applicant is under 16 years of age	£68.50
	(b)	for an application made online —		
		(i)	where the applicant is 16 years of age or over	£85.50
		(ii)	where the applicant is under 16 years of age	£59

	(c)	for an application made online using the premium collect service —		
		(i)	where the applicant is 16 years of age or over	£187.00
		(ii)	where the applicant is under 16 years of age	£161.00
	(d)	for an application made in person —		
		(i)	using the fast track service —	
		(aa)	where the applicant is 16 years of age or over	£152.00
		(bb)	where the applicant is under 16 years of age	£132.00
		(ii)	using the fast track collect service —	
		(aa)	where the applicant is 16 years of age or over	£174.50
		(bb)	where the applicant is under 16 years of age	£152.00
		(iii)	using the premium service —	
		(aa)	where the applicant is 16 years of age or over	£187.00
		(bb)	where the applicant is under 16 years of age	£161.00
C.	Administering an application for a collective passport made in the United Kingdom and, if the application is successful, issuing a collective passport —			
	(a)	for an application made by post		£39.00
	(b)	for an application made in person		£54.00
	For the purposes of this entry a “collective passport” is a collective travel document issued to parties of young persons pursuant to the “European agreement on travel by young persons on collective passports between the member countries of the Council of Europe” done at Paris, on 16th December 1961 ^(a) .			
D.	Arranging the return of supporting documents accompanying an application or up to four applications made in the United Kingdom for a 34 or 50 page passport or passports (as the case may be)			£5.00
	PASSPORT APPLICATIONS MADE OUTSIDE THE UNITED KINGDOM			
E.	Administering an application for a 34 page passport made outside the United Kingdom, including an application for replacing an expired passport, replacing a passport of restricted validity with a new passport of full validity, issuing a new passport with amended personal details or replacing a lost or stolen passport and, if the application is successful, issuing a 34 page passport —			
	(a)	where the application is made by post and the applicant does not fall within paragraphs (c) to (f) —		
		(i)	where the applicant is 16 years of age or over, but was born after 2nd September 1929	£95.50
		(ii)	where the applicant is under 16 years of age	£65.50
	(b)	where the application is made online and the applicant does not fall within paragraphs (c) to (f) below —		

(a) European agreement on travel by young persons on collective passports between the member countries of the Council of Europe” done at Paris, on 16th December 1961 (Council of Europe - European Treaty Series - No. 37).

	(i)	where the applicant is 16 years of age or over, but born after 2nd September 1929	£86
	(ii)	where the applicant is under 16 years of age	£56
	(c)	where the applicant is —	
	(i)	a member of, or attached to, Her Majesty's Diplomatic Service, and the passport is applied for by the applicant in his or her official capacity	£75.50
	(ii)	an officer of her Majesty's Government, and the passport is applied for by the applicant in his or her official capacity	£75.50
	(d)	where the applicant is —	
	(i)	a member of, or attached to, Her Majesty's Armed Forces, and the application is made in accordance with the procedure whereby applications are checked and submitted to Her Majesty's Passport Office by Armed Forces personnel who are nominated for that purpose	£85
	(ii)	a member of, or attached to, Her Majesty's Armed Forces, and applies online	£75.50
	(e)	where a passport is applied for by the applicant as a dependant of a person falling within paragraph (c) and the applicant is —	
	(i)	16 years of age or over	£75.50
	(ii)	under 16 years of age	£49
	(f)	where a passport is applied for by the applicant as a dependant of a person falling within paragraph (d) and the applicant is —	
	(i)	16 years of age or over and applies online	£75.50
	(ii)	under 16 years of age and applies online	£49
	(iii)	16 years of age or over and applies by post	£85
	(iv)	under 16 years of age and applies by post	£58.50
F.		Administering an application for a 50 page passport made outside the United Kingdom, including an application for replacing an expired passport, replacing a passport of restricted validity with a new passport of full validity, issuing a new passport with amended personal details or replacing a lost or stolen passport and, if the application is successful, providing a 50 page passport —	
	(a)	where the application is made by post and the applicant does not fall within paragraph (c) or (d) —	
	(i)	where the applicant is 16 years of age or over	£105.50
	(ii)	where the applicant is under 16 years of age	£75.50
	(b)	where the application is made online and the applicant does	

		not fall within paragraph (c) or (d) below —	
	(i)	where the applicant is 16 years of age or over	£96
	(ii)	where the applicant is under 16 years of age	£66
	(c)	Where the applicant is —	
	(i)	a member of, or attached to, Her Majesty's Armed Forces, and the application is made in accordance with the procedure whereby applications are checked and submitted to Her Majesty's Passport Office by Armed Forces personnel who are nominated for that purpose	£109.50
	(ii)	a member of, or attached to, Her Majesty's Armed Forces, and applies online	£94.00
	(d)	Where a passport is applied for by the applicant in his or her capacity as a dependant of a person falling within paragraph (c) and the applicant is —	
	(i)	16 years of age or over and applies online	£94.00
	(ii)	under 16 years of age and applies online	£67.50
	(iii)	16 years of age or over and applies by post	£109.50
	(iv)	under 16 years of age and applies by post	£83.00
G.		Arranging delivery of a passport for an application made outside the United Kingdom for a 34 or 50 page passport and if the application is successful delivering the passport —	
	(a)	to an address in the United Kingdom (including British Forces Post Office address)	£5.00
	(b)	to a United Kingdom embassy, High Commission or consulate by diplomatic channels	£11.41
	(c)	to an address, not being one of the above, specified by the applicant or the Secretary of State	£9.70
H.		Arranging the return of supporting documents accompanying an application or applications (up to a maximum of 4 applications) made outside the United Kingdom for a 34 or 50 page passport —	
	(a)	to an address in the United Kingdom	£5.00
	(b)	to an overseas address specified by the applicant or the Secretary of State, where the applicant (or one of the applicants) was born after the 2nd September 1929	£10.16
I.		Forwarding an application or up to four applications made outside the United Kingdom for a 34 or 50 page passport to a passport office in the United Kingdom to be administered —	
		where the applicant (or one of the applicants) was born after 2nd September 1929	£13.31

EXPLANATORY NOTE

(This note is not part of the Regulations)

These Regulations set out the fees charged under powers set out in the Immigration Act 2016 for the administering of applications for passports. The fees were previously included in the Consular

Fees Order 2012, the relevant part of which (Part 2 of the table in Schedule 1 (table of Consular Fees Relating to Passport Services)) is revoked by these regulations.

As explained below, the fees set out in the final column, with the exception of some fees for the delivery of documents, have been increased and a new service has been introduced, namely the “premium collect service”.

Fees for a standard passport application will rise by £12.50 for a postal application and by £3 for an online application. Fees for 50 page passports will be £10 above the relevant standard fee. Fees for the new “premium collect service” will be £177 for those who are 16 years of age or over and £151 for those who are under 16 years of age. The fee for an “adult fast track” application will rise by £39, for an “adult fast track collect” application it will rise by £41.50 and for an “adult premium” application it will rise by £49.

Regulation 3(4) provides that an applicant who is 15 years of age may pay the fee payable by an applicant over 16 years of age (but not the fee payable by an applicant born on or before 2nd September 1929). In these circumstances the application will be administered after the applicant’s 16th birthday as if they had applied after that date.

No fee or a reduced fee is charged for most functions where the applicant was born on or before 2nd September 1929.

For the first time a discretion to waive the fee is set out in regulation 4. Delivery fees are waived for certain members of the armed services or the diplomatic service in some circumstances. Fees specified in these Regulations may also be waived as a result of a crisis or Exceptional Assistance Measures having been activated overseas by the Government. The circumstances in which these might apply, as set out in regulation 4, are comparable to the Foreign and Commonwealth policy on providing assistance to British nationals overseas. Her Majesty’s Passport Office will publish guidance on the application of any such waivers at the time that they are announced, covering such factors such as time limits and persons who may benefit from such a waiver.

A full impact assessment has been produced for this instrument and is available alongside the Explanatory Memorandum at www.legislation.gov.uk.

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