

Homeowner / Solicitor Enquiries Fees 2026

Heritage & Stewardship Team

Fees:

Heritage Advice Service research/enquiry fee – which shall include a review of the enquiry and plot file, plus any copy consents	£240 (incl.)
Hard copy of approval documentation	£70 (incl.)
Electronic copy of approval documentation	£35 (incl.)
Retrospective application fee – for up to 3 alterations	£216 (incl.)

Contact email for the Heritage & Stewardship Team is: home@letchworth.com

Property Team

Fees:

LPE1 form completion	£200 (incl.)
Solicitor enquiries – per hour	£150 (incl.)
Certificate of Compliance	£100 (incl.)
Hard copy of Lease	£70 (incl.)
Electronic copy of Lease	£35 (incl.)
Notice fees per instrument for Leases which make provision for notice fees “not less than...” (Please check with our office as some Leases vary)	£60 (incl.)
Notice fees for freehold properties that fall within the Scheme of Management (Please check with our office whether a specific property falls within this Scheme)	£2.10 (incl.)

Contact email for the Property Team is: property@letchworth.com

Revised January 2026