CONSUL, BRITISH

The Foreign Service Fees Order in Council, 1951

1951 No. 971

Made - - - - 31*st May*, 1951
Coming into Operation 1*st July*, 1951

At the Court at Buckingham Palace, the 31st day of May, 1951

Present,

The King's Most Excellent Majesty in Council

Whereas, by Section 2 (1) of the Consular Salaries and Fees Act, 1891(**a**), His Majesty the King is authorised by Order in Council to fix the fees to be taken in respect of any matter or thing done by a consular officer in the execution of his office, and to vary such fees by way of increase or decrease, and to abolish fees, and create new fees:

And Whereas by Section 20 of the Foreign Marriage Act, 1892(**b**), and by Section 1 (4) of the Marriage with Foreigners Act, 1906(**c**), it is provided that certain things may or should be done on payment of the proper fee, and those Acts further provide that the proper fee shall be such as may for the time being be fixed under the Consular Salaries and Fees Act, 1891, and that the fee so fixed as respects a consul shall be the fee which may be taken by any marriage officer:

And Whereas by Section 8 (1) of the Fees (Increase) Act, 1923(**d**), His Majesty the King is authorised by Order in Council to direct that fees of like amount to those fixed by Order in Council under section two of the Consular Salaries and Fees Act, 1891, shall be charged in respect of any similar matter or thing done by a public officer in Great Britain acting under the authority of a Secretary of State:

And Whereas the tables of fees fixed by previous Orders in Council made under the Consular Salaries and Fees Act were consolidated by the Consular Fees Order in Council, 1949(**e**):

And Whereas it is expedient to increase and amend the fees leviable under the Consular Fees Order in Council, 1949, and to replace the said Order by a new Order:

Now, therefore, His Majesty, by virtue and in exercise of the powers in this behalf by the Consular Salaries and Fees Act, 1891 and the Fees (Increase) Act, 1923, or otherwise in His Majesty vested, is pleased by and with the advice of His Privy Council to order, and it is hereby ordered as follows:—

1. The several fees set forth in the tables in the Schedule annexed to this Order are hereby established to be levied by consular officers, by public officers in Great Britain acting under the authority of a Secretary of State, and by marriage officers under the Foreign Marriage Act, 1892, and the Marriage with Foreigners Act, 1906, in the execution of their duties, and the said tables shall be construed as part of the Order.

(a) 54 & 55 Vict. c. 36.
(b) 55 & 56 Vict. c. 23.
(c) 6. Edw. 7. c. 40.
(d) 13 & 14 Geo. 5. c. 4.
(e) S.I. 1949 (No. 1052) I, p. 934.

2. If the amount of any fee to be levied is not a multiple of 6d. it shall be increased to the next multiple of 6d. above that amount.

3. In cases of attendance away from the consular office or residence for which a fee is leviable under the Foreign Service Fees Order, if the consular officer finds it necessary to be accompanied by a clerk, he shall increase the fee by one half.

4. As from the commencement of this Order, the following Orders in Council shall be revoked:—

26th June, 1923	S.R. & O. 1923. No. 767. The Foreign Office Fees Order in Council, 1923.
20th December, 1939 ...	S.R. & O. 1939. No. 1899. The Consular Fees (Amendment No. 2) Order in Council, 1939.
20th December, 1939 ...	S.R. & O. 1939. No. 1900. The Consular Fees China (Amendment No. 2) Order in Council, 1939.
24th September, 1943 ...	S.R. & O. 1943. No. 1384. The Consular Fees (Amendment) Order in Council, 1943.
24th September, 1943 ...	S.R. & O. 1943. No. 1385. The Consular Fees China (Amendment) Order in Council, 1943.
31st May, 1949	S.I. 1949. No. 1052. The Consular Fees Order in Council, 1949.

5. This Order may be cited as the Foreign Service Fees Order in Council, 1951.

6. This Order shall come into force on the first day of July, 1951.

And the Right Honourable Herbert Morrison, His Majesty's Principal Secretary of State for Foreign Affairs, is to give the necessary directions herein.

E. C. E. Leadbitter.

SCHEDULE

Table of Foreign Service Fees

PART I

Shipping, Seamen and Matters Related Thereto

No.		£	*s.*	*d.*
1	Taking or recording a declaration under the Merchant Shipping Acts, with a view to the registry, transfer and transmission of ships, interests in ships, or mortgages on ships	1	1	0
2	Endorsing a memorandum of change of master upon the certicate of registry and initialling his signature on the agreement with the crew, if required	0	10	6
3	Granting a provisional certificate of registry (this fee to be exclusive of fees on declarations)	3	10	0
4	Recording a mortgage of a ship or of shares in a ship	3	10	0
5	Recording the transfer of a mortgage of a ship or of shares in a ship	3	10	0
6	Recording the discharge of a mortgage of a ship or of shares in a ship	3	10	0
7	Interposition in the sale of a ship or of shares in a ship ..	3	10	0
8	Inspecting the register book of transactions in ships kept in pursuance of the Merchant Shipping Acts	0	6	0

No.		£	s.	d.
9	Issuing a certified copy of an extract from the register book of transactions in ships, if not exceeding 100 words	0	10	6
	For every subsequent 100 words or less	0	6	0
10	Sanctioning the engagement of seamen: for each seaman ..	0	4	6
	N.B.—On the transfer of a crew or part of a crew from one British ship to another, the maximum amount leviable under either Fee 10 or Fee 12 is £5 12*s.* 6*d.* whatever the number of seamen involved. In the case of a double transfer between two British ships these maxima will be doubled.			
11	Attesting alterations in agreements with seamen—			
	for each alteration, in respect of any one ship at a time ..	0	6	0
	with a maximum fee of	6	0	0
12	Sanctioning the discharge or leaving behind of seamen—			
	for each seaman (see Fee 10)	0	4	6
13	Certifying desertions of seamen—			
	for each seaman	0	6	0
14	Receiving a return of the birth or death of any person on board a ship and endorsing the ship's agreement accordingly ..	0	6	0
15	Drawing a seaman's will—			
	for each 100 words	0	7	0
	for any number of words up to 100	0	7	0
16	Attesting the execution of a seaman's will	0	3	6
17	Certifying a form of claim for wages, &c., of a deceased seaman	0	3	0
18	Examining provisions or water, to be paid by the party who proves to be in default, in addition to the cost of survey ..	1	15	0
19	Attesting a salvage bond made in pursuance of section 560 (1) of the Merchant Shipping Act, 1894	5	12	0
20	Taking custody of a ship's papers, making any necessary endorsements thereon, and giving the certificate required by section 257 of the Merchant Shipping Act, 1894 (to include the fee for the inspection of the ship's papers—see fee 39) ..	0	10	6
	N.B.—A payment of £21 shall free the ship from payment of fees Nos. 20 and 31 at every port in China or in Japan but not in both during the following three months.			
21	Noting a marine protest and furnishing one certified copy if required	1	1	0
	For every other copy	0	10	6
22	Extending a marine protest, if not exceeding 200 words, filing the original and furnishing one certified copy if required ..	3	10	0
	For every additional 100 words or less	0	10	6
23	Filing a request for survey and issuing an order of survey ..	1	15	0
24	Receiving a report of survey, if not exceeding 200 words, filing the original in the archives and furnishing, if required, one certified copy of the request, order and report of survey ..	3	10	0
	For every additional 100 words or less	0	10	6
25	Preparing an average, bottomry or arbitration bond	3	10	0
26	Attesting an average, bottomry or arbitration bond, for each copy	1	1	0
27	Preparing a fresh agreement with a ship's crew when new Articles of Agreement are opened at a foreign port and furnishing the copy which, under the Merchant Shipping Acts must be made accessible to the crew—			
	for each man	0	3	0
	with a minimum of	1	10	0
	and a maximum of	4	10	0

No.		£	*s.*	*d.*
28	Issuing a bill of health	1	8	0
29	Certifying a foreign bill of health	1	8	0
30	Addressing an application to local authorities for the arrest, imprisonment or release of seamen, if made at the request of the master—			
	for each seaman	0	14	0
31	Granting a certificate as to the number of the crew or granting any other certificate required by local authorities for the clearance inwards and outwards of a ship (see Nos. 20 and 32)	0	17	6
32	Drawing up, in form and language required by local authorities, a muster-roll or detailed list giving the names, &c., of each member of a ship's crew	0	10	6
33	Affixing the consular signature (and seal if required) to a ship's manifest	1	1	0
34	Affixing the consular seal or signature to any entry in the official log-book of a ship if such entry is not required by the Merchant Shipping Acts	0	14	0
35	Attesting the execution of a bill of sale of a ship or of shares in a ship	1	1	0
36	Issuing any document required from a consular officer by foreign authorities as a preliminary to the engagement of a British seaman in a foreign vessel, including official seal and signature	0	6	0
37	Certifying the engagement, discharge, leaving behind, desertion or death of a lascar seaman (*i.e.*, Indian, Pakistani or other native of India or Pakistan) serving in a foreign ship or to any alteration in the agreement made with him under section 39 of the Indian Merchant Shipping Act, 1923 ..	0	6	0
38	Certifying the transfer of lascar seamen (*i.e.*, Indian, Pakistani or other native of India or Pakistan), with their agreements, from one foreign ship to another—			
	for each seaman	0	12	0
	N.B.—The charge under this fee is to be divided equally between the two ships concerned and must not exceed ..	15	0	0
39	Inspecting a ship's papers when this is required to enable a consular officer to perform any specific service on the ship's behalf	0	10	6
	N.B.—This fee is not to be charged if the papers are at the time in the consular officer's custody (see No. 20).			
40	Attending at a shipwreck or for the purpose of assisting a ship in distress—			
	for each hour	0	14	0
	for any shorter period	0	14	0
	with a maximum per day of .. .. (see Regulation 4)	5	12	0
41	Attending at a shipwreck, at the request of the parties interested, to assist or advise as to salvage—			
	for each hour	1	1	0
	with a maximum per day of .. .. (see Regulation 4)	8	8	0
	The following fee No. 42 is for a service performed only in China			
42	Inspecting the marking of a ship—			
	for each visit made to the ship on the application of the owner or his agent and for each visit made where the provisions of the Merchant Shipping Acts with respect thereto have not been complied with	0	14	0
	With a maximum of £1 8s. 0d. whatever the number of visits.			

Part II

Notarial and Kindred Matters (not relating to shipping)

No.		£	*s.*	*d.*
43	Noting any protest, except a marine protest (see No. 21) or a protest of a bill of exchange (see No. 50), filing the original and furnishing one certified copy if required—			
	for any number of words up to 200	3	10	0
	for every additional 100 words or less	0	10	6
44	Issuing or attesting a certificate of origin or other document in support of a consignment of goods—			
	for each separate document and for filing copy—			
	for a consignment not exceeding £30 in value	0	10	6
	for a consignment exceeding £30 in value	1	1	0
	for any additional copy if signed and sealed by the consular officer—			
	for a consignment not exceeding £30 in value	0	10	6
	for a consignment exceeding £30 in value	1	1	0
	for any additional copy, if sealed only	0	6	0
45	Extending the validity of a certificate of origin or other document in support of a consignment of goods, including corresponding endorsement, if required, of any certified copies thereof	0	1	6
46	Attesting a declaration of the ultimate destination of goods ..	0	1	6
47	Certifying the due landing of goods exported from a British port	1	1	0
48	Issuing a certificate not otherwise provided for, exclusive of fee for drawing (see No. 71)—			
	for fifty words or less	0	14	0
	for every additional fifty words or less	0	7	0
49	Noting a bill of exchange	0	10	6
50	Noting a protest of a bill of exchange and furnishing a copy ..	1	15	0
51	Administering an oath or receiving a declaration or affirmation with or without attestation of signature	0	10	6
52	Receiving a declaration or affidavit claiming exemption from or refund of income tax on shares, &c.—			
	(*a*) from an owner of shares, &c.	0	3	0
	(*b*) from an authorised agent on behalf of any number of owners not exceeding five	0	3	0
	(*c*) from an authorised agent on behalf of more than five owners	0	7	0
53	Affixing a signature to an exhibit referred to in an affidavit or declaration	0	6	0
54	Initialling alterations or interlineations in any document not prepared by the consular officer—			
	for every three initiallings	0	1	6
	for any number under three	0	1	6
55	Attesting a signature on a transfer of shares or stock		7	0
56	Attesting a signature on a transfer of shares or stock when executed in the presence of one or more witnesses besides the consular officer	0	10	6
57	Attesting a signature on the power of attorney relating to a single transaction in regard to property not exceeding £15 in value	0	6	0
	with a maximum, however many signatures are attested at the same time on one document, of	1	4	0

No.		£	*s.*	*d.*
58	Attesting any other power of attorney	0	14	0
	with a maximum, however many signatures are attested at the same time on one document, of	2	16	0
59	Attesting a signature on a deed, bond or conveyance under seal—			
	(*a*) where the value of the property concerned does not exceed £15	0	6	0
	(*b*) where it exceeds £15	0	14	0
	N.B.—Where more than four persons execute an instrument at the same time, the fee must not exceed £1 4s. under (*a*) or £2 16s. under (*b*).			
60	Affixing a consular signature, and seal if required, to a declaration of existence	0	6	0
61	Drawing a declaration of existence	0	5	0
62	Issuing a certificate of identity	0	14	0
63	Legalising the signature of a foreign authority or notary ..	0	14	0
64	Legalising or attesting the signature to a receipt for money when the amount does not exceed £15	0	7	0
65	Legalising or attesting a signature not otherwise provided for ..	0	14	0
66	Effecting any registration not otherwise provided for	0	6	0
	N.B.—No fee is to be charged under this Order for the registration of British subjects.			
67	Issuing a certificate of British registration	0	6	0
	N.B.—No fee is to be charged where the certificate is endorsed on a passport.			
68	Uniting documents and attaching the consular seal to the fastening	0	6	0
69	Affixing a consular signature, and seal if required, to any document not otherwise provided for	0	14	0
70	Affixing a seal to a document, packet or article, when no signature is required	0	6	0
71	Drawing a declaration or other document not otherwise provided for or the body of a protest, or taking down in writing verbal declarations or depositions of persons made before the consular officer, or reducing into writing agreements made before him by contracting parties, exclusive of fees for attestations, &c.—			
	for any number of words not exceeding fifty	0	10	6
	for every additional fifty words or less	0	6	0
	N.B.—See note to No. 74.			
72	Assisting in drawing up petitions, applications or other documents not specified, for each document	0	14	0
	N.B.—See note to No. 74.			
73	Making and certifying a copy of a document or part of a document—			
	for any number of words up to 100	0	17	6
	for every additional 100 words or less	0	7	0
	N.B.—See note to No. 74.			
74	Verifying and certifying a copy of a document or part of a document—			
	for any number of words up to 100	0	14	0
	for every additional 100 words or less	0	3	6
	N.B.—If the document is in a foreign language, the amounts of the above fees (Nos. 71-74) are to be doubled. Characters in the Chinese and Japanese languages are to be counted (in Nos. 71, 73 and 74) as words.			

No.		£	s.	d.
75	Making and certifying a translation of a document or part of a document from or into any language but Chinese or Japanese—			
	for any number of words up to 100	1	15	0
	for every additional 100 words or less	0	17	6
76	Verifying and certifying a translation of a document or part of a document from or into any language but Chinese or Japanese—			
	for any number of words up to 100	1	8	0
	for every additional 100 words or less	0	10	6
77	Making or verifying and certifying a translation of a document or part of a document from or into Chinese or Japanese—			
	for any number of characters up to 100	2	16	0
	for every additional 100 characters or less	0	17	0
78	*Viva voce* translating and interpreting—			
	for every fifteen minutes or less	0	10	6
	with a maximum per hour of	1	8	0
79	Drawing a power of attorney—			
	for 200 words or less	1	8	0
	for every additional 100 words	0	14	0
80	Supplying witnesses at the request of parties interested in cases where one or more attesting witnesses besides the consular officer are required—			
	for each witness	0	6	0
	The following fee No. 81 *is for a service performed only in China*			
81	Reference to land, mortgage or other registers (except those under Nos. 8 and 98)	0	14	0

Part III

No.	Passports, Visas and Kindred Matters	£	s.	d.
82	Issuing a passport	0	15	0
83	Renewing a passport—			
	for each year or lesser period	0	2	0
84	Making an endorsement on a passport	0	2	0
85	Issuing an inland travel pass	0	4	0
86	Making and/or forwarding a request or recommendation to an authority of a foreign State or Commonwealth country, British colony, Protectorate, Protected State or Trust Territory, for the issue or renewal of a passport or other travel document or documents of identity or for the grant of a visa	0	4	0
87	Issuing any document required by a foreign authority for the grant of a permit for residence	0	4	0
88	Issuing and drawing if required a certificate or emergency certificate of British nationality or any document not otherwise provided for in lieu of a passport	0	7	6
89	Granting a visa (on a passport or other travel document) valid for one year or any lesser period—			
	for an ordinary visa	1	2	6
	for a transit visa	0	2	6
	N.B.—The Secretary of State, with the consent of the Treasury, may direct that the visa fees charged to the nationals of any particular country shall be equivalent to the fees charged by the authorities of that country for their visas on passports of British subjects, citizens of the United Kingdom and Colonies.			
90	Certificate of protection for a "semsar"	2	0	0
91	Certificate for a "mokhalat"	1	0	0

PART IV

A.—MARRIAGES, BIRTHS AND DEATHS

The following fees Nos. 92 to 96 are for services under the Foreign Marriage Acts, 1892 to 1947, the Marriage with Foreigners Act, 1906, and the Foreign Marriages Orders in Council, 1913 to 1949.

No.		£	s.	d.
92	Receiving notice of an intended marriage	0	15	0
93	Receiving notice of a caveat	1	5	0
94	Solemnizing or attending a marriage, celebrated under the Foreign Marriage Acts, registering it and administering oaths to the two parties	2	0	0
95	Issuing a certificate of notice having been given and exhibited and/or of no impediment, in addition to the fee for administering the oath (see No. 51)	0	7	6
96	Registering a marriage solemnized in accordance with the local law, in addition to the fee for attendance (No. 107 or 109) ..	1	5	0
97	Registering a birth or death (except the death of a seaman) ..	0	4	0
98	Making a search for an entry in the consular register of births, deaths or marriages (see No. 102)	0	2	0
99	Furnishing a certified copy of an entry in the consular register of births, deaths or marriages	0	4	0

B.—WILLS AND ESTATES

(N.B.—For Seamen, see Part I)

100	Drawing a will for any person not a seaman (see No. 15)—			
	for any number of words up to 200	2	0	0
	for every additional 100 words or less	0	10	0
101	Attesting the execution of the will of any person not a seaman (see No. 16)	0	15	0
102	Having a search made for and/or obtaining and issuing copies of entries in the local registers or of wills, deeds or other documents not kept at a consulate, in addition to any fees for attestation—			
	for an entry in a local register of births, deaths or marriages	0	5	0
	for any other document	0	10	0
103	Administering the estate of a deceased person, not a seaman,—			
	on the gross value of the estate	2½%		
	with a minimum charge of	1	10	0
104	For partial administration of the estate of a deceased person—			
	on the gross value of the estate	1½%		
	with a minimum charge of	1	0	0
105	For intervention to protect the interests of absent British claimants in an estate being administered by a local executor or administrator—			
	on the gross value of the British interest in the estate ..	1%		
	with a minimum charge of	1	10	0
106	For taking interim conservatory measures in respect of the property of a deceased person in which British nationals are interested—			
	on the gross value of the British interest in the estate ..	½%		
	with a minimum charge of	1	10	0

C.—ATTENDANCES (NOT OTHERWISE PROVIDED FOR)

No.		£	*s.*	*d.*
107	Elsewhere than at the consular office or residence on any day between the hours of 9 a.m. and 9 p.m. for each hour or lesser period	1	0	0
108	At the consular office or residence between the hours of 9 a.m. and 9 p.m. but not during the customary business hours of the place, for each half-hour or lesser period	0	10	0
109	Between the hours of 9 p.m. and 9 a.m., for each half-hour or lesser period—			
	(*a*) at the consular officer's residence	0	15	0
	(*b*) elsewhere	1	10	0

D.—SERVICES RELATING TO LEGAL PROCEEDINGS

110	Taking evidence under a commission or order from a Court—			
	(*a*) for one sitting of two hours or less	6	0	0
	(*b*) for each subsequent sitting of two hours or less ..	3	0	0
	(*c*) for each additional hour or less under (*a*) or (*b*) ..	1	0	0
111	Effecting or endeavouring to effect service of a document and issuing a certificate or affidavit of service or attempted service—			
	for one visit	1	5	0
	for each additional visit	0	15	0

E.—COLLECTION OF DEBTS

112	Recovering sums at the request and on behalf of private persons, a commission of	5%

EXPLANATORY NOTE

(This Note is not part of the Order, but is intended to indicate its general purport.)

1. The Consular Fees Order in Council, 1949, consolidated in one Order a number of Orders in Council made under the Consular Salaries and Fees Act, 1891, relating to the fees which might be charged for the performance of certain consular duties. Since the coming into force of the Consular Fees Order in Council, 1949, however, it has become evident that an increase in consular fees is necessary to cover the rising cost of services. Minor alterations have been made in the wording of certain of the fees contained in the fee table. In addition, new fees for certain services such as the administration of the estate of a deceased person have been established, (Fees Nos. 104-106), and the opportunity has been taken to bring into this Consolidation Order fees levied under the Fees (Increase) Act, 1923, the scope of which is explained in the Third Recital to the Order.

2. For convenience the course of repealing the Order of 1949 and its replacement by a complete new one has been followed and at the same time four Orders in Council which were accidentally omitted from the Schedule of repeals attached to the Consular Fees Order in Council, 1949, have also been repealed.