



Communication and Information Services

Fees and Expenses as at April 2019

**LANGUAGE SERVICE
PROFESSIONAL**

Minimum call out

Registered Qualified BSL Interpreter	£125
Registered Trainee BSL Interpreter	£115
Level 3 VQ Lipspeaker	£125
Level 2 VQ Lipspeaker	£115
Electronic Notetakers	£115
BSL Communicator	£80
(dependant on skills and qualifications required)	

**The minimum call out charge covers 2 hours of Interpreting time
travel time, admin and preparation.**

**For three hours or more two Interpreters are sometimes required
Additional hours are charged at £30 per hour**

A minimum daily rate of £250 will be charged for bookings over six hours.
Discount available for regular bookings

TRAVEL EXPENSES/OTHER FEES

Expenses charged at cost

Travel expenses 45pence per mile (for some local bookings mileage is not charged)

CANCELLATION FEES

14 days or more	No fee
13 -7 days notice	50% of fee
6 days or less notice	100% of fee

OUT OF HOURS ASSIGNMENTS & SPECIALIST ASSIGNMENTS e.g. LEGAL WORK

There may be an additional charge for such assignments or for those outside of normal office hours, weekends and public holidays. You will be advised of this at the time of booking.