



## BULLETIN 01 (2010): FEES, FINES AND CHARGES

### November 2009 (Updated July 2010 – HST Revision)

The Council of the Architectural Institute of British Columbia, exercising its authority under the *Architects Act* and AIBC Bylaws, has approved the following schedule of fees, fines and charges. This bulletin applies to all individuals, architectural firms, licensees and certificate holders effective January 1, 2010.

Unless otherwise stated, **all fees, fines and charges are subject to applicable taxes at the prevailing rate in effect at the time the fee, fine, or charge becomes due.** Payments must be remitted in Canadian funds and can be made by cheque (drawn on a Canadian bank), VISA, MasterCard or debit card.

#### 1. Application Fees (to be paid with *new* member applications or amendments to firm status; non-refundable)

	<u>Amount</u>
(a) Architect (registered member)	300.00
(b) Architectural Firm:	
i) Sole Proprietor & Partnership	125.00
ii) Corporation, Partnership of Corporations	175.00
(c) Temporary Licensee	275.00
(d) AT.AIBC, BD.AIBC and RD.AIBC - Associate Registrants	75.00
(e) All other Associate and Affiliate Registrants (eg: Intern Architects, Intern Arch. Technologists, Architectural Graduates, Previously Registered Member)	50.00

#### 2. Annual Fees (see Section 10 for pro-rated annual fees and refund policy)

(a) Registered Members (Architects)	
Annual fee applicable upon first application (note proration allowances in section 10 below)	874.00
Membership renewals paid on or before February 1	874.00
Membership renewals paid between February 2 and February 27 inclusive	1,020.00
Membership renewals paid on or after February 28	1,075.00
(b) Associate Registrants	
(i) Architectural Graduate, Architectural Technologist, Building Designer, Intern Architect, Previously Registered Member and Residential Designer	
Annual fee applicable upon first application (note proration allowances in section 10 below)	212.00
Renewals, when paid on or before February 1	212.00
Renewals, when paid after February 1	240.00
(ii) Intern Building Designer, Intern Residential Designer, Intern Technologist and Retired Architect	
Annual fee applicable upon first application (note proration allowances in section 10 below)	81.00
Renewals, when paid on or before February 1	81.00
Renewals, when paid after February 1	105.00
(c) Affiliate	145.00
(d) Student ( <i>fees waived for students enrolled full-time in an <u>eligible</u> program</i> )	30.00
(e) Temporary Licences	
(i) Identified projects (annual fees based on construction cost)	
(1) up to \$1 million	750.00
(2) over \$1 million to \$3 million	1,425.00
(3) over \$3 million to \$10 million	2,535.00
(4) over \$10 to \$20 million	4,255.00
(5) over \$20 to \$50 million	5,670.00
(6) over \$50 million	7,100.00
(ii) Project Studies ( <i>e.g. urban design, not involving building design</i> )	1,425.00

---

(f) Certificate of Practice (see also Item 6: Confirmation of Registration Request)	
(i) Architectural Firm Size ( <i>based on total staff incl. principals or voting shareholders</i> )	
(1) 1-2 persons	290.00
(2) 3-5 persons	320.00
(3) 6-10 persons	465.00
(4) 11 or more persons: Each firm with 11 or more total staff pays a base rate of \$465.00 for the first 10 persons plus \$155.00 for each additional increment of 1 to 5 persons.	
(ii) Engineering Firms: Same as architectural firms plus \$135.00 per Architect of Record with a Certificate of Practice.	
(g) Inactive Architectural Firms (no Certificate of Practice)	60.00
(h) Honorary Member	
An Honorary Member is exempt from paying personal annual membership fees and membership special levies only. Any other relevant fee (e.g. Certificate of Practice, reinstatement, or non-membership special levy) is payable by Honorary Members who are also licensed to practise.	
<b>3. Examinations and Oral Reviews</b> (see also Item 8: Alternative Qualification Assessment)	175.00
<b>4. Fee for Late Submission of Intern Architect Work Experience</b>	
\$125.00 will be assessed per 1,000 logged hours, as detailed in Appendix B of the IAP Manual.	
<b>5. Application for Registration &amp; Licensing Review</b>	125.00
<b>6. Confirmation of Registration Request</b>	50.00
The same charge applies to replacement Certificates of Practice or registration certificates.	
<b>7. Reinstatement</b>	
(a) Reinstatement after Voluntary Resignation	
(i) Architects	300.00
(ii) Architectural Technologists, Building Designers and Residential Designers	75.00
(b) Reinstatement after Removal for Non-payment of Fees	
(i) Architects or licensees	874.00
(ii) Architectural Technologists, Building Designers, Residential Designers, interns of all categories	175.00
(c) Reinstatement after Removal for Unprofessional Conduct	
(i) Architects, licensees or firms	874.00
(ii) Any other	212.00
<b>8. Alternative Qualifications Assessment</b>	
(a) If Canadian Architectural Certification Board certification has been obtained	1,250.00
(b) If CACB certification <i>has not</i> been obtained.	1,500.00
(c) For Architectural Technologists, Building Designer and Residential Designer candidates	550.00
<b>9. Non-compliance with Mandatory Continuing Education System</b>	750.00
All registrants subject to mandatory CE must report completion of required learning units pursuant to the rules contained in Bulletin 80. Failure to comply will result in a fine in the amount indicated. CES non-compliance fines are exempt from GST.	

---

**10. Refunds and Pro-rated Annual Fees Only**

- (a) Annual fees for new members and associates will be pro-rated by date of registration as follows:
- |                              |  |
|------------------------------|--|
| (i) January 1 – March 31     | full annual fee                            |
| (ii) April 1 – June 30       | $\frac{3}{4}$ the corresponding annual fee |
| (iii) July 1 – September 30  | $\frac{1}{2}$ the corresponding annual fee |
| (iv) October 1 – December 31 | $\frac{1}{4}$ the corresponding annual fee |
- (b) Annual fees for new Certificate of Practice holders and temporary licensees will be pro-rated by date of registration as follows:
- |                           |  |
|---------------------------|--|
| (i) January 1 – June 30   | full annual fee                            |
| (ii) July 1 - December 31 | $\frac{1}{2}$ the corresponding annual fee |
- (c) Any annual fee refund for members and associates upon change of status shall be calculated on a quarterly basis minus \$50.00 administration fee.
- (d) Any annual fee refund for firms or temporary licensees shall be calculated on a semi-annual basis minus \$50.00 administration fee.

**11. Annual Fee Waiver / Reduction**

Please refer to Bulletin 03, which provides information and application forms for a waiver or reduction of annual fees due to financial hardship, medical disability or family leave. This applies to members and associates only.

**12. NSF Cheques**

Administrative/handling fee for cheque submitted to the AIBC that is returned unpaid by the payee's bank: 50.00

*AIBC HST Reg. #: R122367840*

*The AIBC does not provide legal, accounting or insurance advice and expressly disclaims any responsibility for any errors or omissions with respect to legal, accounting or insurance matters that may be contained herein. Readers of AIBC documents are advised to consult their own legal, accounting or insurance representatives to obtain suitable professional advice in those regards.*