

**GENERAL
IMPOSITION OF RATES AND FEE FIXING RESOLUTION , 2020
ASUTIFI SOUTH DISTRICT ASSEMBLY**

Resolved that by virtue of part III, IV and V of the Local Governance Act, 2016 (Act 936) and the Guidelines for charging of Fees for the provision of services and facilities and granting of Licenses and Permits by Metropolitan/Municipal/District Assemblies, the following Fees shall be charged by the Asutifi South District Assembly for the Financial Year 1st January, 2018 to 31st December, 2020.

RATES

1 Basic Rate

Under section 146 (3 and 4) of the Act, a basic rate of One Ghana Cedi (GH¢1.00) per male and female shall be payable by all persons of 18 years and above, who reside within or own immovable property situated within the area of Authority of the Asutifi South District Assembly, except persons exempted from payment of basic rate under the provision of section 149(2) of the Act.

2 Property Rate (Section 146(2 and 6))

In addition to the Basic Rate, property owners shall be charged a General Rate per cedi of the rateable value of immovable property situated within the Administrative area of the Asutifi South District Assembly, except properties exempted from rating under the provision of section 149(1) of the Act. The amounts shall be set out as follows:

(a) Assessed Properties	Rate Impost (Per Cedi)		AREAS AFFECTED
	2019	2020	
Property Rate Category			
1st Class Residential Area	0.0055	0.0055	Hwidiem Acherensua Nkaseim Dadiesoaba Mehame
2nd Class Residential Area	0.0044	0.0044	Senchiem, etc
3rd Class Residential Area	0.0033	0.0033	Woramumuso, Atta-Ne-Atta, Twabidi, etc.
Commercial Use	0.02	0.02	
Industrial Use	0.05	0.05	
Civic and Cultural	0.005	0.005	
Mixed Use	0.01	0.01	

(b) Provisional Rates/Unassessed Properties

In addition, the following **FLAT RATES** would be chargeable on all unassessed properties within the area of authority of the Asutifi South District Assembly.

Category of Property	NO. of Rooms	2019	2020
		(GH¢)	
(i) Storey Buildings	10 rooms & above	63.00	65.709
	5-9 rooms	53.00	55.279

	1-4 rooms	42.00	43.806
(ii) Compound Houses	10 rooms & above	42.00	43.806
	5-9 rooms	32.00	33.376
	1-4 rooms	21.00	21.903
(iii) Self-contained Houses	4 rooms & above	53.00	55
	2-3 rooms	42.00	44
	1 bedroom	21.00	22
(iv) Traditional Houses	10 rooms & above	32.00	33
	5-9 rooms	21.00	22
	1-4 rooms	11.00	11.473
(v) Commercial Houses	10 rooms & above	147.00	153.321
	5-9 rooms	105.00	109.515
	1-4 rooms	74.00	77.182
(vi) Mixed Commercial/Residential(Sandcrete)	10 rooms & above	210.00	219.03
	5-9 rooms	158.00	164.794
	1-4 rooms	105.00	109.515
(vii) Mixed Commercial/Residential(Traditional)	10 rooms & above	158.00	164.794
	5-9 rooms	126.00	131.418
	1-4 rooms	84.00	87.612
(viii) Temporary Structures (Wooden)	Large	32.00	33.376
	Medium	21.00	21.903
	Small	11.00	11.473
(ix) Temporary Structures (Metal)	Large	53.00	55.279
	Medium	42.00	43.806
	Small	32.00	33.376
(x) Petrol Filling Staions (Underground)		368.00	383.824
(xi) Petrol Filling Staions (Surface)		221.00	230.503
(xii) Warehouses	Large	221.00	230.503
	Medium	147.00	153.321
	Small	74.00	77.182
(xiii) Quasi Government Commercial buildings			
(a) VRA		526.00	548.618
(b) Ghana Post		105.00	109.515
(c) Cocoa Buying Companies		263.00	274.309
(xiv) Private Educational Institutions			
Category "A" (SHS/TECH/ others)		316.00	329.588
Category "B" (Pre-school, Prim, JHS)		210.00	219.03
Category "C" (Pre-school, Primary)		158.00	164.794
Category "D" (Pre-school)		105.00	109.515
xv Hotel /Guest Houses			
CAT: A Hotel		1.052.00	1097.236
CAT: B Guest House		736.00	767.648

- 3 SPECIAL RATES
- i Bicycle Rates
 - ii Cattle Rates
 - iii Cattle Rates -Residents
 - iv Dog/Goat/Sheep Rates
 - v Pig Rates

2.00	2.086
5.00	5.215
3.00	3.387
3.00	3.387
3.00	3.387

Main Item	Sub Item	Description of Item	Unit of Measure	2019 (GHc)	2020
		PERMIT CHARGES			
		Building Plans and Permit	Per project		
1		Jacket/Application Forms		50.00	52.15
	i.	Residential			
		3-storey and above residential development		574.00	598.682
		2-storey residential development		210.00	219.03
		Apartments		179.00	186.697
		1-storey residential development			
		(a) 5 rooms & above		150.00	156.45
		(b) (1-4 rooms)		100.00	104.3
	ii.	Mixed Residential/Commercial			
		(a) 10 rooms & above		200.00	208.6
		(b) 5-9 rooms		150.00	156.45
		(c)1-4 rooms		100.00	104.3
	iii.	Commercial			
		(a) Telephone Mast and others(processing fees)		6.312.00	6583.416
		(b) Inspection fee for Telephone Mast		300.00	312.9
		(c) Petrol Filling Station(underground)		900.00	938.7
		(d) Petrol Filling Station (surface tank)		894.00	932.442
		(e) Gas Filling Station		750.00	782.25
		(f) Banking Hall		736.00	767.65
		(g) Hotels		1.231.00	1.283.93
		(h) Guest House		800.00	834.40
		(i) Stores/Shops		800.00	834.40
		(j) Restaurants		500.00	521.50
		(k) Car Washing Bay		100.00	104.30
		(l) Radio/ TV station building		1.641.00	1.711.56
	iv.	Civic and Cultural			-
		(a) Offices		800.00	834.40
		(b) Churches/Mosque/Shrines		500.00	521.50
		(c) Hospital/Clinic/Laboratory		526.00	548.62
					-
	v.	Factories/Industrial Buildings			-
		(a) Warehouses		500.00	521.50
		(b) Factories		4.000.00	4.172.00
					-
	vi.	Education (Private)			-
		(a) Pre-School		350.00	365.05
		(b) Basic-School		450.00	469.35
		(c) Second Cycle		736.00	767.65
		(d) Vocational /Technical		1.500.00	1.564.50
		(e) Tertiary		5.470.00	5.705.21
		(f) Driving School/Training Centres		631.00	658.13

					-		
					-		
	vii.	Open Space & Recreational Development			-		
		Events Center		500.00	521.50		
		Sports complex		700.00	730.10		
					-		
	viii.	Other Permit Fees			-		
		(a) Fence Wall	Per metre	7.00	7.30		
		(b) Swimming Pool		300.00	312.90		
		(c) Tennis Court/Volley Ball/Basket Ball		200.00	208.60		
		(d) Footbal Pitch		1.000.00	1.043.00		
		(e) Demolishing		1.578.00	1.645.85		
		(f) Renovation/Rehabilitation		1.578.00	1.645.85		
	ix.	Temporary Structures (Container, etc)			-		
		(a) Temporary structure permit		50.00	52.15		
		(b) Renewal for Temporary Structures		20.00	20.86		
					-		
	x.	Certified true copy certification of permit		10.00	10.43		
					-		
2		PERMIT CHARGES			-		
	i.	NEW DEVELOPMENT			-		
		Mast permit (installations)		11.572.00	12.069.60		
		Other installations		6.000.00	6.258.00		
					-		
		Building Permit renewal (expiration of original permit)			-		
	i.	Residential		210.00	219.03		
	ii	commercial		736.00	767.65		
	iii	factories/ Industrial		947.00	987.72		
	iv	Civil and Cultural		1.578.00	1.645.85		
	v	Open Space & Recreational Development		1.052.00	1.097.24		
	vi	Educational		842.00	878.21		
	vii	Renewal for Temporary structures		32.00	33.38		
	viii	Telecommunication Mast		2.420.00	2.524.06		
	ix	Road crossing (cutting) Permit Fees			-		
		Asphat Roads	per meter	16.00	16.69		
		paved/ surfaced dressed Road	per meter	5.00	5.22		
	x	permit for construction of additional tanks/septic tanks			-		
		Residential		53.00	55.28		
		commercial		100.00	104.30		
		Filling Station		894.00	932.44		
					-		
		OTHER TEMPORARY STRUCTURES			-		
		Neo Electronic Sign board		42.00	43.81		
		funeral banner for 1-4weeks		15.00	15.65		
		funeral billboard for 1-4 weeks		21.00	21.90		
		other bill boards		32.00	33.38		
		political bill boards	Per bill board	100.00	104.30		
		permit for kiosk(eg lotto)		11.00	11.47		
		permit for kiosk(eg container)		11.00	11.47		
		sign board	per annum	100.00	104.30		
					-		
					-		

					-
	viii.	Open space to educational		8.500.00	8.865.50
		Up to 0.32 acre		11.000.00	11.473.00
		0.33-1 acre		13.000.00	13.559.00
		Above 1 acre			-
					-
	ix.	Open space to mixed use			-
		Up to 0.32 acre		10.000.00	10.430.00
		0.33-1 acre		11.500.00	11.994.50
		Above 1 acre		13.000.00	13.559.00
					-
	xi.	Publication of approved rezoning request		3.000.00	3.129.00
					-
		FEES			-
3		Market fees (Market Toll-Daily/Night Tolls)	day/night	0.50	0.52
					-
4		Lorry Park fee	Per day		-
	i.	Commercial vehicles			-
		Taxi		0.50	0.52
		Mini bus (up to 12-23 seater)		1.00	1.04
		Bus/Kia (up to 24-33 seater)		1.00	1.04
		Bus/Kia (above 33 seater)		1.50	1.56
		Articulator truck		5.00	5.22
		Tipperb truck		1.00	1.04
		Tricycle		0.50	0.52
		Lorry Park Overseer (Book man)		1.00	1.04
		Non-lorry park mobile vehicles		0.50	0.52
	ii.	Private vehicles			-
		Saloon cars/Pick-up	Short parking	1.00	1.04
		Saloon cars/Pick-up	Full day	5.00	5.22
					-
5		Slaughter House	Per animal		-
		(i) Slaughter of Cow/Donkey		10.00	10.43
		(ii) Slaughter of Sheep/Goat/Pig		3.00	3.13
					-
6		Pound (Impounding)	Per animal		-
	i.	Collection- Sheep/Goat/Pig/Dog		30.00	31.29
	ii.	Collection - Donkey/Horse/Cow		50.00	52.15
	iii.	Feeding-Sheep/Goat		10.00	10.43
	iv.	Feeding-Pig/Dog		20.00	20.86
	v.	Feeding-Donkey/Horse/Cow		30.00	31.29
	vii.	Impounded animal(s) auctioning		To be determined	
					-
7		Export/Conveyance			-
	i.	Foodstuff			-
		Plantain	Per bunch	0.50	0.52
		plantain	suckers	5.00	5.22
		Sugar cane	Per bundle	0.50	0.52
		Cowpea (Maize)	Per maxi bag	0.50	0.52
		Polished rice	Per bag	1.50	1.56
		Unpolished rice	Per bag	1.00	1.04
	ii.	Animals	Per animal		-

		Cow		6.00	6.26
		Sheep, goats, pigs, donkey, dog, etc		3.00	3.13
		birds		1.00	1.04
		bush meat		2.00	2.09
		fish	Per basket	2.00	2.09
		Dried snail	Per set/basket	0.50	0.52
	iii.	Sawn wood export	Per load		-
		Kia truck		75.00	78.23
		Tipper truck		100.00	104.30
		Cargo truck		150.00	156.45
		articulator truck		200.00	208.60
	iv.	Bamboo	Per 100 culms	20.00	20.86
	v	Charcoal	Per bag	1.00	1.04
	vi.	Firewood	Per bundle	0.50	0.52
		articulator truck	Per load	30.00	31.29
		Kia truck	Per load	20.00	20.86
		motor king/donkey cart	Per load	7.00	7.30
		Teak	per log	5.00	5.22
	vii.	Timber log	Per log	20.00	20.86
	viii.	Pestle	Per stick	0.50	0.52
	ix.	Milled foods (Corn dough, cassava dough, gari, etc.)	Per bag/per container	0.50	0.52
	x.	Fruits (banana, mango, pawpaw, pear peneapple, orange, etc.)	Per bag/per basket	1.00	1.04
		Coconut	Per load	3.00	3.13
	xi.	Stone/Quary/Gravel Products			-
		above 7 tons	Per load	25.00	26.08
		6 to 7 tons	Per load	20.00	20.86
		up to 5 tons	Per load	10.00	10.43
	xii	Sand			-
		above 7 tons	Per load	20.00	20.86
		6 to 7 tons	Per load	10.00	10.43
		up to 5 tons	Per load	7.00	7.30
	xiii.	Roots and Tubers			-
		Yam	100 pieces	7.00	7.30
		Yam-Articulator truck	Per load	35.00	36.51
		Yam-Kia Truck	Per load	15.00	15.65
		Yam-Motor king	Per load	7.00	7.30
		Cocoyam, Cassava, Potatoe	Per maxi bag	4.00	4.17
		Cocoyam, Cassava, Potatoe	Per mini bag	3.00	3.13
	xiv.	Vegetables (okro, tomatoes, pepper, garden eggs, etc.)	Per bag/ basket	0.50	0.52
		Ginger	Per bag	1.00	1.04
		Other items	Per bag	0.50	0.52
	xv.	Palm oil, coconut oil, groundnut oil, kernel oil	Per galon	0.50	0.52
	xvi.	Palm Fruits(Kia Truck, etc.)	Per load	25.00	26.08
	xvii.	Off-Loading/Landing Fee			-
		Category "A"-Articulator Truck		50.00	52.15
		Category "B"-Cargo Trucks & Buses		30.00	31.29
					-
8		Marriage Fees	Per registration		-
		(i)Ordinance marriage		50.00	52.15
		(ii)Customary marriage		50.00	52.15
		(iii) Divorce certificate	Per document	100.00	104.30

	(iv)Certificate of marriage		35.00	36.51
	(v) Certified True copy		60.00	62.58
	(vi) Authentication of Marriage Certificate		35.00	36.51
	(vii)Filling of Notice/Caveat		35.00	36.51
	(viii) Registration of Churches for Marriage	Per Church	500.00	521.50
				-
9	Registration of Religious Houses	One Time Payment		-
	(a) Charismatic churches		200.00	208.60
	(b) Orthodox churches		200.00	208.60
	(c) Islamic		200.00	208.60
10	Burial (Cemetery) Fees	Per burial		-
	i. General			-
	Category "A" (children)		50.00	52.15
	Category "B" (muslems)		80.00	83.44
	Category "C" (christians)		100.00	104.30
	Category "D"-Tombstone (e.g. marble, terazzo, vault)		200.00	208.60
	ii. Burials at Home		2.000.00	2.086.00
				-
11	Environmental Health Inspection and Certificate Fee			-
	i. Application Forms		5.00	5.22
	ii. Suitability (Health) Certification			-
	Category "A" (Hotels & Restaurants)		10.00	10.43
	Category "B" (Chop & Drinking Bars)		10.00	10.43
	Category "C" (Food Vendors)		5.00	5.22
				-
12	Crusade Outreach/Concert Programmes	Per day	30.00	31.29
				-
13	Conservancy			-
	i. Franchised			-
	(a)Public Toilet operators	Per month		-
	Category "A" (20 seater and above)		50.00	52.15
	Category "B" (16-19 seater)		40.00	41.72
	Category "C" (8-15 seater)		30.00	31.29
	Category "C" (1-7 seater)		25.00	26.08
				-
	(b)Public Urinal operators	Per month	10.00	10.43
	(c)KVIP	Per visit	0.50	0.52
	ii. Public Urinal	Per visit	0.20	0.21
				-
14	Sale of Tender Documents	Per document		-
	i. Goods & Services			-
	Category "A" (Above 400,000.00)		150.00	156.45
	Category "B" (Above 50,000-400,000.00)		120.00	125.16
	Category "C" (Up to 50,000.00)		100.00	104.30
	ii. Works			-
	Category "A" (Above 400,000.00)		250.00	260.75
	Category "B" (Above 50,000-400,000.00)		250.00	260.75
	Category "C" (Up to 50,000.00)		250.00	260.75
				-
	BUSINESS LICENCES/PERMITS			-
15	Bill Boards/Outdoor Adverts			-
	i. Permit to erect bill board			-
	Category "A" (above 12 x16 ft)		150.00	156.45

		Category "B" (6 x8 ft to 12 x16 ft)		100.00	104.30
		Category "B" (below 6x8 ft)		80.00	83.44
					-
	ii.	Annual fee for bill board	Per annum		-
		Category "A" (above 12 x16 ft)		100.00	104.30
		Category "B" (6 x8 ft to 12 x16 ft)		60.00	62.58
		Category "B" (below 6 x8 ft)		40.00	41.72
	iii.	Permit to erect sign board			-
		Category "A" (above 4 x 8 ft)		25.00	26.08
		Category "B" (2 x2 ft to 4 x 8 ft)		20.00	20.86
		Category "B" (below 2 x 2 ft)		15.00	15.65
					-
	iv.	Annual fee for sign board	Per annum		-
		Category "A" (above 4 x 8 ft)		20.00	20.86
		Category "B" (2 x2 ft to 4 x 8 ft)		15.00	15.65
		Category "B" (below 2 x 2 ft)		10.00	10.43
					-
	v.	Erecting of Banners	Per Period	10.00	10.43
					-
	vi.	Posters	Per day	5.00	5.22
					-
16		Hawkers Licence (used clothe sellers, herbal medicine sellers, leather product sellers, etc.)	Per day	0.50	0.52
					-
17		Mobile Sales Van(Per vehicle)	Per day	2.00	2.09
					-
18		Funeral-Undretakers Licence	Per annum		-
		Category "A"(undertakers residing in district)		100.00	104.30
		Category "B"(undertakers from outside district)		20.00	20.86
					-
19		Butchers's Licence	Per annum	10.00	10.43
					-
20		Dog Licence	Per annum	10.00	10.43
					-
21		Licenced Arms & Ammunition Dealers	Per annum	70.00	73.01
					-
22		Transport Unions (Lorry Park Operations)	Per annum		-
		Category "A"(Hwidiem)		120.00	125.16
		Category "B"(Local branches-all other towns)		70.00	73.01
					-
23		Vehicle - Drivers' Registration	One Time Payment		-
		Taxi Licence		10.00	10.43
		Trotro/Bus Licence		20.00	20.86
		Heavy Duty Licence		40.00	41.72
		Wheel Cart Licence		3.00	3.13
		Tractor Licence		30.00	31.29
		Truck Vehicle Licence		50.00	52.15
		Tanker Vehicle Licence		50.00	52.15
		Earth/ Excavating/Levelling Machinery Licence		60.00	62.58
					-
24		Vehicle Stickers for Embossment	Per annum		-
	i.	General			-

		Taxi		5.00	5.22
		Heavy Duty		10.00	10.43
		Wheel Cart (Truck)		5.00	5.22
		Tricycles/Motorcycles(Per unit)		3.00	3.13
		Bicycles (Per unit)		3.00	3.13
	ii.	Buses/Trotro			-
		46 Passengers and above		10.00	10.43
		34 - 45 Passengers		10.00	10.43
		24 - 33 Passengers		10.00	10.43
		8 - 23 Passengers		10.00	10.43
	iii.	TRUCKS			-
		Articulator/Timber		20.00	20.86
		Cargo Trucks		20.00	20.86
		Tipper Trucks		20.00	20.86
	iv.	Tankers		15.00	15.65
	v	Earth/Excavating/Levelling Machinery		30.00	31.29
	vi.	Buldozers		30.00	31.29
	vii.	Other Vehicles			-
		Cesspit Emptier		15.00	15.65
		Hearse		10.00	10.43
		Towing Truck		15.00	15.65
		Tractors		20.00	20.86
					-
25		Interior Decorators			-
		Category "A"(Companies)		150.00	156.45
		Category "A"(Individuals)		50.00	52.15
					-
26		Artisans (Self-employed)	per month		-
	i.	Dressmakers/Tailors		5.00	5.22
	ii.	Hair and Beauty Service Providers(Barbers, hairdressers, etc.)		5.00	5.22
	iii.	Masons, Carpenters, Plumbers, Electricians, Painters, Steel Benders, Tile Layers, etc.		10.00	10.43
	iv.	Auto Mechanics, Electricians, Sprayers, Vulcanisers, Welders, Auto Upholstery, etc.		10.00	10.43
	v.	Bicycle, Tricycle, Motorcycle Repairers		10.00	10.43
	vi.	TV , Radio & other Repairers		5.00	5.22
	vii.	Computers, Accessories, Office Equipment Repairers		10.00	10.43
	viii.	Blacksmith		10.00	10.43
					-
27		Signage Makers/Writers	Per annum		-
		Category "A" (Digital)		50.00	52.15
		Category "B" (Non-Digital)		10.00	10.43
					-
28		Commissioner of Oaths/Letter Writers	Per annum		-
		Category "A"		12.00	12.52
		Category "B"		10.00	10.43
					-
29		Mattress/Foam Products Dealers	Per annum		-
		Category "A" (Wholesale with showroom)		300.00	312.90
		Category "B"(Mediem scale)		150.00	156.45
		Category "C"(Small scale)		75.00	78.23
					-

30	Quarry/Sand Operators	Per annum		-
	Category "A" (Quarry)		1.000.00	1.043.00
	Category "B"(Sand winning)		500.00	521.50
	Category "C"(Stone contractors)		300.00	312.90
	Category "D"(Manual stone contractors)		30.00	31.29
				-
31	Photographers/Video Operators	Per annum		-
	Category "A" (Photographic Laboratory)		50.00	52.15
	Category "B" (Photo shops/ studio)		20.00	20.86
	Category "B" (Individual Video/Photography operators)		10.00	10.43
				-
32	Contractors/Suppliers Registration	One Time Payment		-
	i. Roads & Bridge Works			-
	Category "A" (A1B1)		1.000.00	1.043.00
	Category "B" (A2B2)		800.00	834.40
	Category "C" (A3B3)		600.00	625.80
	Category "D" (A4B4)		400.00	417.20
				-
	ii. Building/Civil Works	One Time Payment		-
	Category "A" (D1K1)		600.00	625.80
	Category "B" (D2K2))		500.00	521.50
	Category "C" (D3K3)		400.00	417.20
	Category "D" (D4K4)		300.00	312.90
				-
	iii. Other Contractors	One Time Payment		-
	Category "A"(Registration of Suppliers)		200.00	208.60
	Category "B"(Assembly Revenue Contractors)		200.00	208.60
	Category "C"(Elctrical Works)		100.00	104.30
	Category "D" (Plumbing Works)		120.00	125.16
				-
33	Contractors' Licence (Renewal)	Per annum		
	i. Roads & Bridge Works			-
	Category "A" (A1B1)		500.00	521.50
	Category "B" (A2B2)		400.00	417.20
	Category "C" (A3B3)		300.00	312.90
	Category "D" (A4B4)		200.00	208.60
				-
	ii. Building/Civil Works	Per annum		-
	Category "A" (D1K1)		300.00	312.90
	Category "B" (D2K2))		250.00	260.75
	Category "C" (D3K3)		200.00	208.60
	Category "D" (D4K4)		150.00	156.45
				-
	iii. Other Contractors	Per annum		-
	Category "A"(Suppliers)		100.00	104.30
	Category "B"(Assembly Revenue Contractors)		100.00	104.30
	Category "C"(Electrical Works)		50.00	52.15
	Category "D"(Plumbing Works)		60.00	62.58
				-
34	Books, Stationery, Office Equipment	Per annum		-
	Category "A" (Books, Staionery, Office Equipment)		120.00	125.16
	Category "A" (Office Equipment only)		80.00	83.44

	Category "A" (Books & Stationery only)		30.00	31.29
				-
35	Plastic Products Sales	Per annum		-
	Category "A" (Large scale)		50.00	52.15
	Category "A" (Small scale)		40.00	41.72
				-
36	Bakeries/Bakers	Per annum		-
	Category "A" (Large scale)		45.00	46.94
	Category "A" (Small scale)		40.00	41.72
				-
37	Entertainment Licences	Per annum		-
	Category "A" (Event organizers)		100.00	104.30
	Category "B"(Video/Game/Sports Centers)		80.00	83.44
	Category "C"(DSTV decoder sellers)		80.00	83.44
	Category "D"(Recording studio)		80.00	83.44
				-
38	CD Sellers (Audio/Video)	Per annum		-
	Category "A" (Shops)		60.00	62.58
	Category "B" (Table tops)		40.00	41.72
	Category "C"(mobile vans)		30.00	31.29
				-
39	Communication Mast operating Licence	Per Mast		-
	Category "A" (1-10 Masts)		1.600.00	1.668.80
	Category "B" (11-20 Masts)		650.00	677.95
	Category "C"(21-30 Masts)		550.00	573.65
	Category "D"(31-40 Masts)		380.00	396.34
	Category "E" (above 40 Masts)		260.00	271.18
				-
40	Health Facilities-Private	Per annum		-
	i. Hospitals/Clinics/Lab			-
	Category "A" (Hospital/Clinics)		300.00	312.90
	Category "B" (Dental/Eye Clinics)		250.00	260.75
	Category "C"(Maternity Homes)		100.00	104.30
	Category "D"(Medical Laboratories)		50.00	52.15
				-
	ii. Licenced Herbal Medicine Units	Per annum		-
	Category "A" (Clinic and Medicine Producers)		200.00	208.60
	Category "B" (Clinic only)		120.00	125.16
	Category "C" (Medicine Producers only)		100.00	104.30
	Category "D" (Shop on wheel-mobile)		80.00	83.44
	Category "E" (Shops/Herbalist)		50.00	52.15
				-
41	Pharmacy/Chemical shops	Per annum		-
	Category "A" (Pharmacy)		100.00	104.30
	Category "B" (Licensed Chemical shop)		84.00	87.61
				-
42	Agro Chemicals/Farm Inputs Dealers	Per annum		-
	Category "A" (Distributors and Retailers)		50.00	52.15
	Category "B" (Retailers)		35.00	36.51
				-
43	Cold Storage Facilities	Per annum		-
	Category "A"(Wholesalers)		60.00	62.58

		Category "B"(Retailers)	Per annum	35.00	36.51
					-
44		Contracted Caterers (e.g. School Feeding)	Per annum		-
		Category "A" (Above 1,000 pupils)		300.00	312.90
		Category "B" (Above 500 to 1,000 pupils)		200.00	208.60
		Category "C" (Up to 500 pupils)		150.00	156.45
					-
45		Eating/Catering Houses	Per annum		-
		Category "A" (Restaurant)		150.00	156.45
		Category "B" (Chop bar)		50.00	52.15
		Category "C" (Fast food)		50.00	52.15
		Category "D" (Snack bar)		20.00	20.86
					-
46		Akpeteshie (Liquor) Dealers	Per annum		
		Category "A" (Distillers)		100.00	104.30
		Category "B" (Distributers)		25.00	26.08
		Category "C" (Pito/ Pal wine, etc)		10.00	10.43
					-
47		Beer/Wine/Spirits/Soft Drinks Sales	Per annum		-
		Category "A" (Distributors/Depot)		100.00	104.30
		Category "B" (Wholesale)		50.00	52.15
		Category "C" (Retail)		25.00	26.08
		Category "D" (Cigarette Agent)		30.00	31.29
48		Mobile Phones and Accessories Sales/Repairs	Per annum		-
		Category "A" (Retail/Repairs)		50.00	52.15
		Category "B" (Reatail shop)		40.00	41.72
		Category "C" (Retail-Table top)		30.00	31.29
		Category "D" (Repars)		20.00	20.86
					-
49		Mobile Phone Cards Sales	Per annum		-
		Category "A" (Distribution)		50.00	52.15
		Category "B" (Reatail)		12.00	12.52
					-
50		Service/Filling Stations	Per annum		-
		Category "A" (Fuel, Shopping Centre, Vulcanizing, etc.)		1.000.00	1.043.00
		Category "B" (Fuel and Shopping Centres)		800.00	834.40
		Category "C"(Fuel only)		600.00	625.80
		Category "D" (Surface tank)		250.00	260.75
		Category "E" (Kerosene)		100.00	104.30
		Category "F"(LPG)		450.00	469.35
					-
51		Aluminum Fabricators (Doors & Windows)	Per annum		-
		Category "B" (Large scale)		60.00	62.58
		Category "B"(Small scale)		50.00	52.15
					-
52		Hotels and Guest Houses	Per annum		-
		Category "A" (Hotel)		500.00	521.50
		Category "B" (Guest house)		300.00	312.90
		Category "C" (Hostels)		200.00	208.60
					-
53		Stores			-
		Category "A" (General)	Per annum	50.00	52.15

	Category "B" (Household ware)		30.00	31.29
	Category "C" (Provisions)		20.00	20.86
				-
54	Building Materials Dealers	Per annum		
	Category "A"(Large scale hardware)		100.00	104.30
	Category "B"(Medium scale hardware)		50.00	52.15
	Category "C"(Small scale hardware-Containers/Kiosk)		40.00	41.72
				-
55	Cosmetics/Personal Care/Hair Products Sales	Per annum		-
	Category "A" (Wholesale)		50.00	52.15
	Category "B" (Retail)		30.00	31.29
	Category "C" (Table top)		20.00	20.86
				-
56	Real Estate Operators	Per annum		-
	Category "A" (Developers)		1.000.00	1.043.00
	Category "B" (Property Managers)		100.00	104.30
	Category "C" (Agents)		100.00	104.30
				-
57	Boutique	Per annum		-
	Category "A" (Large scale)		50.00	52.15
	Category "B" (Small scale)		40.00	41.72
				-
58	Fabrics Dealers	Per annum		-
	Category "A" (Retail shop)		50.00	52.15
	Category "B" (Table top)		30.00	31.29
				-
59	Second Hand General Goods	Per annum		-
	Category "A" (TV, Video deck, computers, Fridge, etc.)		40.00	41.72
	Category "B" (Cloths, belts, bags, shoes, etc.)		30.00	31.29
				-
60	Capentary Workshops	Per annum		-
	Category "A" (All works)		60.00	62.58
	Category "B" (Furniture plus upholstery)		50.00	52.15
	Category "C"(Furniture only)		40.00	41.72
				-
61	Ceremonial Hiring Services	Per annum		
	Category "A" (Canopies, chairs, tables, Cutlery,etc.)		70.00	73.01
	Category "B" (Canopy/chairs/Tables)		50.00	52.15
	Category "C" (Single item of above)		50.00	52.15
	Category "D" (Spinners/PA system)		50.00	52.15
	Category "E" (Recreational Parks/Facilities)		500.00	521.50
	Category "F"(Live Band)		200.00	208.60
				-
62	Commercialized State Companies/Corporations	Per annum		
	Category "A" (District office)		1.000.00	1.043.00
	Category "B" (Local offices)		200.00	208.60
				-
63	Water Drilling Companies	Per annum		-
	Category "A" (Large)		600.00	625.80
	Category "B" (Small)		500.00	521.50
				-
64	Private Educational Institutions	Per annum		-

		Category 'A' (SHS/TECH/others)		150.00	156.45
		Category 'B' (Pre-school, Primary, JHS)		70.00	73.01
		Category 'C' (Pre-school, Primary)		50.00	52.15
		Category 'C' (Pre-school.)		30.00	31.29
					-
65		Driving Schools	Per annum		-
		Category "A" (Above 6 vehicles)		300.00	312.90
		Category "A" (4-6 vehicles)		250.00	260.75
		Category "A" (1-3 vehicles)		200.00	208.60
					-
66		Computer Schools/Training Centers	Per annum		-
		Category "A" (Computer Training)		200.00	208.60
		Category "A" (Media schools)		150.00	156.45
					-
67		Financial Institutions (Banking)	Per annum		-
		Category "A" (Commercial Banks Branches)		1.500.00	1.564.50
		Category "B"(Rural Banks)		850.00	886.55
		Category "C" (Agency office-Rural bank))		500.00	521.50
					-
68		Financial Institutions (Non-Banking)	Per annum		-
	i.	Insurance companies			-
		Category "A" (Branch office)		1.000.00	1.043.00
		Category "B" (Agency office)		500.00	521.50
	ii.	Micro-Finance Institutions			-
	(a)	Savings and loans institutions			-
		Category "A" (Branch office)		300.00	312.90
		Category "B" (Collection points)		200.00	208.60
		Category "C"(Credit Unions)		100.00	104.30
		Category "D" (Susu operators)		30.00	31.29
	(b)	Mobile Money			-
		Category "A" (Offices/shops)		50.00	52.15
		Category "B" (Table top)		40.00	41.72
					-
69		Cocoa Purchasing Companies	Per annum		-
		Category "A" (Large scale)		600.00	625.80
		Category "B"(Small scale)		500.00	521.50
		Category "C"(Cocoa Purchasing Clerk)		50.00	52.15
					-
70		Electrical Appliances	Per annum		-
		Category "A" (Shops/Containers)		30.00	31.29
		Category "B"(Table top)		20.00	20.86
					-
71		Electronic/Home Appliances Shops	Per annum		-
		Category "A" (Shops/Containers)		50.00	52.15
		Category "B"(Table top)		30.00	31.29
					-
72		Electronic Media/Radio Operators	Per annum		-
		Category "A"(District)		500.00	521.50
		Category "B"(Community)		300.00	312.90
		Category "C"(Information Centres-Urban)		150.00	156.45
		Category "D"(Information Centres-Rural)		100.00	104.30
73		Business Centres	Per annum		-

	Category "A"(Internet, Printing & Copy services)		50.00	52.15
	Category "B" (Printing and Copy Services)		40.00	41.72
				-
74	Mineral Water Producers	Per annum		-
	Category "A" (Bottled, Sachet, Filtered)		250.00	260.75
	Category "B" (Bottled & sachet)		200.00	208.60
	Category "C" (Sachet)		100.00	104.30
				-
75	Mineral Water Distribution/Sales	Per annum		-
	Category "A" (Wholesale)		50.00	52.15
	Category "B" (Retail)		25.00	26.08
				-
76	Car Washing Bay/Laundries	Per annum		-
	Category "A" (Car Washing Bay)		50.00	52.15
	Category "B" (Laundry services)		30.00	31.29
				-
77	Lumber Business	Per annum		-
	Category "A" (Large scale)		5.000.00	5.215.00
	Category "B" (Small scale)		3.000.00	3.129.00
78	Timber Products Retail Outlets	Per annum		-
	Category "A"(Sawmills)		200.00	208.60
	Category "B"(Sawn Timber dealers)		100.00	104.30
				-
79	Mining Companies Registration	One Time Payment		-
	Category "A"(Large scale)		9.000.00	9.387.00
	Category "B"(Small scale)		7.500.00	7.822.50
	Category "C"(Prospecting)		6.000.00	6.258.00
	Category "E"(Publication)		3.500.00	3.650.50
				-
80	Mining Operating Licence	Per annum		-
	Category "A"(Large scale)		50.000.00	52.150.00
	Category "B"(Small scale)		30.000.00	31.290.00
	Category "C"(Prospecting)		7.000.00	7.301.00
				-
81	Mining Sub-Contractors	Per annum		-
	Category "A" (Explorers, etc.)		25.000.00	26.075.00
	Category "B" (Haulage, etc.)		9.000.00	9.387.00
	Category "C" (Medical services, consultants, etc.)		2.500.00	2.607.50
	Category "D"(Transport services, catering services,)		3.000.00	3.129.00
	Category "E"(Other professional services)		2.000.00	2.086.00
				-
82	Water Drilling Companies	Per annum		-
	Category "A" (Large)		700.00	730.10
	Category "B" (Small)		500.00	521.50
				-
83	Gold Dealers	Per annum		-
	Category "A" (Gold merchants)		250.00	260.75
	Category" B" (Goldsmith)		40.00	41.72
				-
84	Blocks and Concrete Products	Per annum		-
	Category "A" (Concrete Mixtures)		100.00	104.30
	Category" B" (Machine & manual for design blocks)		50.00	52.15

					-
85	Lotto Business Operators(Receivers/Writers)	Per annum	30.00		31.29
					-
86	Game Operators				-
	Category "A" (Soccer Betting Companies)	Per annum	1.200.00		1.251.60
	Category" B" (Other games)	Per month	15.00		15.65
					-
87	Fish Farming Companies				-
	Category "A" (Fish pond)-Large	per annum	20.00		20.86
	Category "B" (Fish pond)-Small	per annum	15.00		15.65
					-
88	Livestock Farms				-
	Category "A"(Cow/Donkey)	per animal	2.00		2.09
	Category "B"(Sheep and Goat)	per animal	0.50		0.52
	Category "C"(Pig)	per animal	1.00		1.04
					-
89	Poultry Farms				-
	Category "A" (Above 2000 birds)	per annum	40.00		41.72
	Category "B" (Up to 2000 birds)	per annum	20.00		20.86
	Category "C" (Up to 1000 birds)	per annum	15.00		15.65
	Category "D" (Up to 500 birds)	per annum	10.00		10.43
					-
90	Feed Sellers (Poultry, Pets, Fish, etc.)	Per annum			-
	Category "A" (Wholesalers)		100.00		104.30
	Category "B" (Distributors)		60.00		62.58
	Category "C" (Retailers)		30.00		31.29
					-
91	Egg Dealers	Per annum			-
	Category "A" (Retail shops)		40.00		41.72
	Category "B" (Mobile retail)		30.00		31.29
					-
92	Milling Business	Per annum			-
	Category "A"(Above 3 machines)		100.00		104.30
	Category "B"(2 - 3 machines)		60.00		62.58
	Category "C"(1 machine only)		30.00		31.29
93	Refuse Collection Companies	Per annum			-
	Category "A"(Large)		350.00		365.05
	Category "B"(Small)		250.00		260.75
					-
94	Registration of Associations (CBOs, Fun Clubs, etc.)	Per annum	100.00		104.30
					-
95	Non-Governmental Institutions				-
	i. Registration	One Time Payment			-
	Category "A"(International NGOs/CSOs)		200.00		208.60
	Category "B"(Local NGOs/CSOs)		150.00		156.45
	Category "C"(Community NGOs/CSOs)		75.00		78.23
	ii. Renewal	Per annum			-
	Category "A"(Internal NGOs/CSOs)		120.00		125.16
	Category "B"(Local NGOs/CSOs)		75.00		78.23
	Category "C"(Community NGOs/CSOs)		50.00		52.15
					-
96	Spare Parts Sales Outlets	Per annum			-

		Category "A"(Shops)		50.00	52.15
		Category "B"(Kiosk/Table top)		40.00	41.72
					-
97		Toilet Operators (Private)	Per annum		-
		Category "A" (Up to 24 Seater)		250.00	260.75
		Category "B" (9 - 16 Seater)		100.00	104.30
		Category "C" (Up to 8 Seater)		75.00	78.23
					-
98		Wood Fuel (Charcoal Burners/Sellers)	Per annum		-
		Category "A" (Charcoal Producers)		50.00	52.15
		Category "B" (Firewood Sellers)		30.00	31.29
		Category "C" (Charcoal Sellers /Retailers)	Per bag	1.00	1.04
					-
		RENTS			-
99		Re-allocation Fees for Assembly Store/Stall			
	i.	Registration	One Time Payment		-
		Category "A"(Store)		300.00	312.90
		Category "B" (Stall)		200.00	208.60
		Category "C"(Open shed space)		100.00	104.30
		Category "D"(Open market space)		50.00	52.15
					-
	ii.	Rent (Market)	Per month		
		Category "A"(Store)		20.00	20.86
		Category "B" (Stall)		10.00	10.43
		Category "C"(Open shed space)		5.00	5.22
		Category "D"(Open market space)		2.00	2.09
					-
	iii.	Rent (Official Residence)			-
		Category "A"(Management Staff Quarters -Soft furnish)	Per month	50% of rent in the community	
		Category "B"(Senior Staff Quarters)	Per month	50.00	52.15
		Category "C"(Junior Staff quarters -Chamber & Hall)	Per month	20.00	20.86
		Category "D"(Teachers quarters)	Per month	50% of rent in the community	
		Category "E"(Single room)	Per month	15.00	15.65
					-
	iv.	Hiring of Assembly Hall	Per day	100.00	104.30
					-
	v.	Hiring of Grader/Truck			-
		Category "A"(Grader)	Per day	800.00	834.40
		Category "B"(Tiper truck)			-
					-
		PENALTIES			-
100	1	Building Offences			-
	i.	Penalty for building without permit		50% of permit	
	ii.	Penalty for unauthorised placement of temporary structure		50% of permit	
	iii.	Penalty for violating "Stop Work" order		50% of permit	
	iv.	Installation of communication mast and other installations without permit		50% of permit	
	2	Environmental Health/Sanitation Offences			-
	i.	Defecating at unauthorized places		50.00	52.15
	ii.	Urinating at unauthorized places		10.00	10.43
	iii.	Selling at unauthorized places		20.00	20.86
	iv.	Indiscriminate disposal of refuse		50.00	52.15
	v.	Excessive noise-making		50.00	52.15

	vi.	Weedy grounds		150.00	156.45
	vii.	Refusal to pay for environmental health permit		50% of Principal	
					-
	3	Traffic Offences			-
	i.	Parking at unauthorised place(No Parking)		20.00	20.86
	ii.	Impounded vehicle	Overnight	30.00	31.29
	iii.	Refusal to obtain vehicle sticker			-
		Category "A"(Articulator/Tipper Truck)		90.00	93.87
		Category "B"(Commercial vehicles)		50.00	52.15
					-
	4	Retrieval of seized tools/machinery	Per case		-
	i.	1st Time		90.00	93.87
	ii.	2nd Time		150.00	156.45
	iii.	3rd Time		250.00	260.75
	5	Miscellaneous Offences			-
	i.	Destruction of Street Light poles		120% of replacement cost	
	ii.	Posting of bills at unauthorized places		50.00	52.15
	iii.	Failure to pay BOP		30% of Amt owed	
	iv.	Penalty for bounced cheques		50% of cheque value	
	v.	Transfer of stores/stalls without Assembly approval		500.00	521.50

Notes:

- 1 The fees are levied by the Asutifi South District Assembly in accordance with the Guidelines issued by the Ministry of Local Government and Rural Development, and have taken due consideration of the size and nature of the profession, business, trade, etc. being carried out.
- 2 Contractors under these items have been classified based on the pre-qualification criteria of the Ministry of Works and Housing.
- 3 No person or organisation shall carry on any business within the area of of authority of the Asutifi South District Assembly without a business permit duly granted by the District Assembly
- 4 A business permit once granted is not transferable
- 5 The Asutifi South District Assembly may withdraw or revoke any business permit granted if any condition for granting the business permit is breached
- 6 The Asutifi South District Assembly may close down any business or suspend its activities until the permit fee is paid for the operation of the business
- 7 Where an owner of a rateable permanent or temporary property, who is required to pay property rate, runs any business in that property, that owner shall in addition be required to pay for a business permit
- 8 A business permit granted shall expire on the 31st day of December of the year for which it is granted. Businesses must renew their permits at the beginning of each year
- 9 It shall be the duty of every person liable to pay an operating permit fee and or any annual fees to settle this amount thereof at the offices of the Asutifi South District Assembly or its revenue collectors and accredited agents on or before 31st March, 2018.
- 10 The forgoing resolution was adopted at the last General Session of the Asutifi South District Assembly on Wednesday 25th October, 2017 at the District Assembly Hall, Hwidiem.

.....
HON. ABRAHAM OPPONG - BERKO
PRESIDING MEMBER

.....
BABA IDDI
DISTRICT CO-ORDINATING DIRECTOR