

Charging Policy for Commercial Enquiries

Please note that the results of any search will reflect only those data currently contained within the database, which in no way purports to be a complete reflection of everything which may occur. Clients should therefore satisfy themselves by comprehensive, competent, expert, appropriate field surveys, especially for protected and rare species, of what is present before development or any other work begins.

For most non-commercial users, services are provided free of charge.

Charges are made to ecological consultants and other commercial bodies for the time taken to collate, process and analyse data rather than for the information itself.

RATES

The standard charge is £100 covering the first hour of work and £50 for each subsequent hour.

Our day rate is £250. This day charge is made for more complex GIS project work.

These charges do not include VAT.

Payments will be requested by invoice from Norfolk County Council.

Charges will be waived if no records are found within the search area.

Data enquiries, and in particular paid enquiries, must be made in writing (including fax or email) using the Data Request Form. Quotes will be given for individual requests and if the work needs more time than estimated then clients are informed before further charges are incurred.

Enquiries are dealt with on a 'first come – first served' basis and will be answered within 10 days of receipt of a formal request.

Please note: There may be some licensing restrictions regarding the release of protected site boundaries as GIS files.

Any queries regarding enquiries should be forwarded to:

**Norfolk Biodiversity Information Service,
Room 301, County Hall,
Martineau Lane,
Norwich, Norfolk, NR1 2SG**

nbis@norfolk.gov.uk