

## **The Saskatchewan Association of Architects Fees, Fines and Charges**

The following is an aggregate document combining all fees, fines and charges mandated in the SAA Bylaws and/or approved by SAA Council. This document applies to individual members and architectural firms.

All payments are to be made to the Saskatchewan Association of Architects via cheque or credit card. Payments must be remitted in Canadian funds ONLY. All payments must be made using the payment remittance form available for download from the SAA website. Taxes will be applied where applicable. If you have any questions in regards to fees, fines or charges, please contact the SAA Member Service Coordinator.

### **Fees**

#### **1. Application Fees**

##### **Members**

- a. Registered Member \$300
- b. Intern Architect Member \$50
- c. Syllabus Student (Part 1) \$0
- d. Syllabus Student (Part 2) \$50
- e. Student Member \$0
- f. Associate Member \$50
- g. Member under temporary licence \$300

##### **Licence to Practice**

- h. Firm \$300
- i. Temporary Licence \$300

#### **2. Annual Fees**

##### **Members**

- a. Registered Member \$925
- b. Intern Architect Member \$150
- c. Intern with 5+ Years Intern-Status \$250
- d. Syllabus Student (Part 1) \$0
- e. Syllabus Student (Part 2) \$150
- f. Student Member \$0
- g. Retired Member \$50
- h. Associate Member \$200
- i. Member under temporary licence \$1500
- j. Member on Leave of Absence \$250

- k. Life Member \$0
- l. Honorary Member \$0
- m. Special Levy (currently 'School of Architecture Levy' through 2018)
  - i. Member \$170
  - ii. Firm \$0

**Licence to Practice**

- n. Firm \$425
- o. Temporary Licence \$7000

**3. Delinquent Application Fee**

- a. Delinquent registration of a member (practicing architecture in the province)  
\$1000 + Registered Member application fee
  - b. Delinquent licensing of a firm (practicing architecture in the province) \$1000 +  
Firm application fee
- + annual charges back to the date practice in the province started

**4. Readmission Fees for Members**

- a. After an absence of less than four years \$300
- b. After an absence of four years or more \$550

**5. Reinstatement Fees**

**Member**

- a. After suspension for non-payment of fees \$300
- b. After suspension or expulsion under Section 37 of the Act \$550

**Firm**

- c. After suspension for non-payment of fees \$300
- d. After suspension or expulsion under Section 37 of the Act \$600

**6. Syllabus Program Fees**

- a. Annual CERB Review Fee (due February 1) \$150
- b. Penalty if annual review fee is not submitted by February 1 \$50

**7. Member Seal Fees**

- a. Rental fee (non-refundable) \$50
- b. Replacement of lost seal \$100
- c. If seal not returned by time of reinstatement/readmission \$500

**8. Multiple Office Fees**

- a. Each additional office \$50
- b. Additional offices found to be operating, but not declared \$1000

**9. Certificate of Status Fee**

- a. Per request \$50

**10. Corporate Review Fee**

- a. Fee for reviewing a firm's corporate structure to ensure compliance with SAA requirements \$250

**11. Change Request Fee**

- a. Fee to be submitted along with any and all change request applications \$300

**Fines**

**1. NSF Cheque Fine**

- a. Administrative/handling fee for cheque submitted to the SAA that is returned unpaid by the payee's bank \$60
- 2. Delinquent Application Fee**
- a. Delinquent registration of a member (practicing architecture in the province) \$1000 + Registered Member application fee
  - b. Delinquent licensing of a firm (practicing architecture in the province) \$1000 + Firm application fee
- + annual charges back to the date practice in the province started
- 3. Delinquent Filing of a Change Request Application**
- a. Delinquent filing of a change request application \$550
  - b. Delinquent filing of a change request application for a second time within a 12-month period \$1100
  - c. Delinquent filing of a change request application where the change causes the ownership of the firm to fall below the requirement (minimum 51% owned by SAA-registered architect(s)) \$1000
- 4. Intern Architect Program (IAP) Fine**
- a. Late CERB Submission Fine (per every 1000 hours or portion thereof) \$125
- 5. Syllabus Program Fine**
- a. Penalty if annual review fee is not submitted by February 1 \$50
- 6. Member Seal Fine**
- a. If seal not returned by time of reinstatement/readmission \$500
- 7. Con-Ed Fine**
- a. Non-compliance with CES requirements \$750
- 8. Failure to Return SAA Certificate of Practice Fine**
- a. If certificate not returned by time of reinstatement/readmission \$500
- 9. Multiple Office Fine**
- a. Additional offices found to be operating, but not declared \$1000
- 10. Penalty to Accompany Reinstatement Application**
- a. Fine to accompany a reinstatement application
    - i. Member \$250
    - ii. Firm \$250

## **Repeat Offenses**

Where an architect or architectural firm is found in non-compliance of the same bylaw on repeat occasions, the fines will be levied according to the following guideline:

1st offence: 100% of base fine;

2nd offence: 200% of base fine;

3rd offence: Penalty/discipline to be determined by Council.

The SAA reserves the right to add cost recovery fees for the SAA's administrative time as deemed necessary by Council.