

ANNEX B – SCHEDULE OF CHARGES

FOR ELECTRONIC APPLICATIONS MADE ON-LINE ON THE RSGB IOTA WEB-SITE (HTTP://WWW.RSGBIOTA.ORG)

Administration Charge for an Application for the Starter IOTA 100 Islands Certificate	
Checking Fee for processing up to 120 credits (QSL card and/or IOTA Contest Database supported credits)	UK£10.00
For each additional 'QSL card credit' from 121 to 320 credits	UK£0.06
For each additional 'QSL card credit' from 321 credits upwards	UK£0.05
For each additional 'IOTA Contest Database credit' from 121 credits upwards	UK£0.03
Fee for IOTA 100 Islands Certificate sent electronically or by post	No Charge
Administration Charge for a Subsequent Score Update	
Checking Fee per 'QSL card credit' for up to 300 credits	UK£0.06
Checking Fee per 'QSL card credit' from 301 credits upwards	UK£0.05
There is a Minimum Update Administration Charge before discount of UK£5.00	
Checking Fee per 'IOTA Contest Database credit'	UK£0.03
***There is a Minimum Update Administration Charge before discount of UK£2.50 ***	
Either the £5.00 or the £2.50 charge is paid, not both.	
Fee for Certificates sent by post (the IOTA 100 & 1000 are free of charge)	
One Certificate	UK£5.00
Two or more Certificates requested at the same time, each	UK£3.50
Fee for Certificates sent electronically (the IOTA 100 & 1000 are free of charge)	
Each Certificate	UK£2.00
<i>From the total checking and certificate fees above deduct, where applicable, a 15% discount for RSGB membership.</i>	

FOR NON-ELECTRONIC APPLICATIONS MADE ON PAPER

Administration Charges, including the Minimum Update Administration Charge, are double the rates above. This is to reflect the additional handling time.

Fee for an IOTA Record Sheet for the IOTA 100 Islands Submission	No Charge
Fee for subsequent Record Sheets, each	UK£3.00
Fees for Certificates sent by post are the same as above	

Prestige Items

750 Islands Plaque of Excellence	UK£58.00
<i>Add postage for a trackable service to this price. For the UK £10.00; Europe (European Union) UK£18.00; Rest of World UK£25.00.</i>	
1000 Islands Trophy	UK£68.00
<i>Add postage for a trackable service to this price. For the UK £10.00; Europe (European Union) UK£18.00; Rest of World UK£25.00.</i>	
Plaque & Trophy Shields, each	UK£2.50

All prices include United Kingdom VAT (where applicable) and are subject to change without notice. E&OE.

NOTES

1. APPLICANTS PAYING IN FOREIGN CURRENCY

The currencies and exchange rates accepted by your Checkpoint are available, after you have logged in to the IOTA web-site, from <http://www.rsgbiota.org/mycredits/checkpointsPage.php>. The system will give you the precise fee owed in the chosen currency as the amounts are automatically converted.

2. RETURN POSTAGE RATES

- Applicants **must** include sufficient payment to cover return of cards.
- UK applicants will have cards returned by ordinary post unless they specify Recorded Delivery (current rates are available from their Post Office).
 - Overseas applicants with a UK Checkpoint will have their cards returned by Small Packet Airmail if enough postage is enclosed. 'QSL cards' are listed by the Post Office among the items that may be sent by Small Packet rate (packets are allowed to be sent sealed). Applicants should ask their Checkpoint the additional charge if they want cards returned by the International Signed For service.
 - Overseas applicants sending cards to local Checkpoints should, similarly, specify the return method desired.

for credit towards the cost of future updates. Such small over-payments will be returned where practical. Most Checkpoints can provide an information leaflet in the local language explaining aspects of the application process including methods of payment – ask your Checkpoint if he has one.

Checkpoints are not equipped to accept debit and credit cards. With payments involving a Plaque or Trophy, arrangements can be made for the applicant to pay direct to IOTA Headquarters by credit card – this is in fact the preferred method for large payments as it ensures the on-day exchange rate will apply. Ask your Checkpoint for details. Otherwise payment can be made:

- By cash – UK pounds or US dollars or if your Checkpoint agrees, in the currency of his country. Checkpoints resident in euro-zone countries will normally accept payment in euros.
- By cheque made payable to your Checkpoint personally and drawn on a bank in his country. Cheques drawn on a bank outside his country will, with the exception of euros, almost certainly not be accepted because of the liability to meet bank charges.

4. PACKAGING

Finally, a word about packaging. Your QSL cards are important to you and important to us. So good packaging is essential. It's best to seal the cards in a plastic bag first to protect them from the weather and then put them into strong wrapping paper, envelope or box, secured by tough packaging tape. Just a few minutes of your time.

3. PAYMENT METHODS

Payments should normally be made to your Checkpoint and not to IOTA Headquarters. Checkpoints follow the practice of making a bulk payment to IOTA Headquarters at regular intervals. They do not usually operate a system of keeping records of small over-payments