

Licensing Act 2003 – Fees

Licensing Act 2003 fees for a premises licence or club premises certificate are based according to the non-domestic rateable value of the premises.

You can check your non-domestic rateable value here www.gov.uk/correct-your-business-rates

| Non-domestic Rateable Value | Band |
|-----------------------------|------|
| No rateable value to £4,300 | A |
| £4,301 to £33,000 | B |
| £33,001 to £87,000 | C |
| £87,001 to £125,000 | D |
| £125,001 and above | E |

Where the premises do not have a non-domestic rateable value they will be allocated to Band A.

Fees for grant and variation and annual charge for premises licences and club premises certificates

Premises licence* and club premises certificates

| Bands | A | B | C | D | E |
|--|------|------|------|--------------|---------------|
| New and variation application fee | £100 | £190 | £315 | £450 | £635 |
| Annual fee | £70 | £180 | £295 | £320 | £350 |
| Annual fee* | N/A | N/A | N/A | X2 (£640) | X3 (£1050) |

* There are additional fees for premises licence applications, and the annual fee for exceptionally large scale events (5,000+), unless certain conditions apply. These are set out in Regulation 4(4) and 4(5) of The Licensing Act 2003 (Fees) Regulations 2005.

Schools, colleges and church halls, community halls and similar buildings.

There will be no fee chargeable* (see exception below) for a new application where schools, colleges, church halls, community halls and similar premises can satisfy the following criteria:

1. a) In the case of an educational institution the application is made by the proprietor and the premises are or form part of the educational institution which is either a school or college and

b) The provision of regulated entertainment on the premises is carried on by the educational institution for and on behalf of the educational institute or
2. That the application is in respect of premises that are or form part of a church hall, chapel hall or other similar building or a village hall, parish hall or community hall or other similar building.

Where the above exceptions apply there is a similar exception** (but see exception below) in place in relation to the annual fee.

- ** Please note that these exceptions do not apply where the licence permits the **sale of alcohol** or in the case of an educational institute where the provision of entertainment is **not** carried on for or on behalf of the educational institute.

Additional fees

| Number in attendance at any one time | Additional premises licence fee | Additional annual fee payable if applicable |
|---|--|--|
| 5,000 to 9,999 | £1,000 | £500 |
| 10,000 to 14,999 | £2,000 | £1,000 |
| 15,000 to 19,999 | £4,000 | £2,000 |
| 20,000 to 29,999 | £8,000 | £4,000 |
| 30,000 to 39,999 | £16,000 | £8,000 |
| 40,000 to 49,999 | £24,000 | £12,000 |
| 50,000 to 59,999 | £32,000 | £16,000 |
| 60,000 to 69,999 | £40,000 | £20,000 |
| 70,000 to 79,999 | £48,000 | £24,000 |
| 80,000 to 89,999 | £56,000 | £28,000 |
| 90,000 and over | £64,000 | £32,000 |

Other fees

| Application type | Fee |
|--|--------|
| Application for a grant of personal licence | £37 |
| Application for a minor variation | £89 |
| Application for a provisional statement where premises being built | £315 |
| Application for transfer of premises licence | £23 |
| Application to vary licence to specify individual as premises supervisor | £23 |
| Removal of DPS on community premises (disapplication of DPS) | £23 |
| Interim authority notice following death of licence holder | £23 |
| Notification/duty to notify change of name or address | £10.50 |
| Notification of change of name or alteration of rules of club | £10.50 |
| Change of relevant registered address of club | £10.50 |
| Theft or loss of premises licence or certificate of summary | £10.50 |
| Theft or loss of temporary event notice | £10.50 |
| Theft, loss etc. of personal licence | £10.50 |
| Right of freeholder to be notified of licensing matters | £21 |
| Temporary event notice (TEN) | £21 |