

**Schedule of fees under the Licensing Act 2003 and Pre-Application Advice Fees (Published 1 April 2024)**



Band	A	B	C	D	E
Non domestic rateable value	None to £4,300	£4,301 to £33,000	£33,001 to £87,000	£87,001 to £125,000	£125,001 plus
<b>Premises licences*</b>					
New application and variation	£100	£190	£315	£450	£635
Multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises (Bands D and E only)	N/A	N/A	N/A	X2 (£900)	X3 (£1905)
Annual charge *	£70	£180	£295	£320	£350
Annual charge multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises (Bands D and E only)	N/A	N/A	N/A	X2 £640	X3 £1050
<b>Club premises certificates</b>					
New application and variation	£100	£190	£315	£450	£635
Annual Charge	£70	£180	£295	£320	£350

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

Premises under construction are charged the Band C fee

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	£1000
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 for the grant of a personal licence	£37
Theft, loss etc.of personal licence	£10.50
Notification of change of name or address	£10.50
Temporary event notice	£21
Theft, loss etc.of temporary event notice	£10.50
Application for a provisional statement where premises being built etc.	£315
Application for a minor variation	£89
Application for transfer of premises licence	£23
Application to vary licence to specify individual as premises supervisor	£23
Interim authority notice following death etc.of licence holder	£23
Notification of change of name or address	£10.50
Theft, loss, etc.of premises licence or summary	£10.50
Community Premises applying for the mandatory alcohol condition to be disapplied	£23
Right of freeholder etc.to be notified of licensing matters	£21
Change of relevant registered address of club	£10.50
Notification of change of name or alteration of rules of club	£10.50
Theft, loss etc.of certificate or summary	£10.50

## Pre-Application Advice Fees

Application Type	Without VAT	With VAT
<b>Small Application-</b> Up to one hour of advice regarding small licence applications, the effect of which would have a minimal environmental impact on neighbouring properties. This may include a virtual meeting. We would deal with the licensing process, guidance on plans, possible conditions, etc.	<b>£136.80</b>	<b>£164.10</b>
<b>Medium Application-</b> Up to 2 hours advice for medium size applications including a virtual meeting with Licensing Officer and written response advising of possible conditions.	<b>£210.90</b>	<b>£253.10</b>
<b>Large Application-</b> Up to 4 hours advice for large applications including virtual or site visit meeting with Licensing Officer. Option to include Environmental Health Officer and Police Licensing Officer at virtual / site meeting and written report.	<b>£359.00</b>	<b>£430.80</b>
<b>Extra large events - 5000 people or more- Category A -</b> up to 7 hours advice for extra large public events includes the cost of specialist officers carrying out inspections, giving advice, providing written reports and the cost of a supervising officer monitoring any reports provided as part of this service	<b>£569.80</b>	<b>£683.80</b>
<b>Extra large events - 5000 people or more- Category B -</b> up to 14 hours advice for extra large public events includes the cost of specialist officers carrying out inspections, giving advice, providing written reports and the cost of a supervising officer monitoring any reports provided as part of this service	<b>£1,139.80</b>	<b>£1,367.70</b>
<b>Extra large events - 5000 people or more - Category C -</b> up to 21 hours advice for extra large public events includes the cost of specialist officers carrying out inspections, giving advice, providing written reports and the cost of a supervising officer monitoring any reports provided as part of this service	<b>£1,708.40</b>	<b>£2,050.10</b>

## Fee Exemptions

This may apply to any organisation or individual that may qualify for an exemption from paying the statutory fees for a licence application, for example, educational institutes, buildings used for religious purposes, village and community halls and non-profit making charities which are being licensed for entertainment only.