

Licensing Act 2003

Information Sheet – Fees

Premises Licences and Club Premises Certificates

Each premises that is licensable will be allocated to a fee band according to rateable value. If the premises are part of a larger property with one overall rateable value, the fee is calculated on that rateable value. If the premises extend over two or more units, then the fee is based on the highest rateable value.

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

Each band attracts a different level of application/variation fee. Each band attracts a different level of annual fee – payable one year after the grant of the licence. This fee will also be based on the rateable value and Licence holders will be sent an invoice automatically.

Band	Application Fee	Variation Fee	Annual Fee
A	£100	£100	£70
B	£190	£190	£180
C	£315	£315	£295
D	£450	£450	£320
E	£635	£635	£350

A multiplier is applied to premises in bands D and E where they are exclusively or primarily in the business of selling alcohol.

Detail	Band	
	D (x2)	E (x3)
City/town centre pub application fee	900	1905
City/town centre pub annual charge	640	1050

Where the maximum number of persons the applicant proposes should, during the times when the licence authorises licensable activities to take place on the premises, be allowed on the premises at the same time is 5,000 or more, the application must be accompanied by an additional fee.

Number	Additional Fee
5,000 to 9,999	£1000
10,000 to 14,999	£2000
15,000 to 19,999	£4000
20,000 to 29,999	£8000
30,000 to 39,999	£16000
40,000 to 49,999	£24000
50,000 to 59,999	£32000
60,000 to 69,999	£40000
70,000 to 79,999	£48000
80,000 to 89,999	£56000
90,000 and over	£64000

In the case of a premises licence authorising licensable activities to take place where the number of persons the holder of the licence may allow on the premises at the same time is 5,000 or more, the holder of the licence shall pay an additional annual fee

Number	Additional Annual Fee
5,000 to 9,999	£500
10,000 to 14,999	£1000
15,000 to 19,999	£2000
20,000 to 29,999	£4000
30,000 to 39,999	£8000
40,000 to 49,999	£12000
50,000 to 59,999	£16000
60,000 to 69,999	£20000
70,000 to 79,999	£24000
80,000 to 89,999	£28000
90,000 and over	£32000

There are some **exemptions to the fees** in relation to church halls, village halls, parish halls and other similar community buildings. These apply where the licence is for regulated entertainment only and does not involve the sale or supply of alcohol.

Some educational establishments are also exempt from paying the fees:

1. where the licence is for regulated entertainment only;
2. the holder of the licence is to be the proprietor of a school or college;
3. the premises are, or form part of, the educational institution; and
4. the provision of regulated entertainment is carried on by the school or college for and on behalf of the purposes of the educational institution.

If you are not sure of the rateable value of your property, you can check this on the Valuation Office website at www.voa.gov.uk or by telephoning the Valuation Office on 01245 541200.

Other Fees

Additional fees are payable when applying for or notifying the Licensing department of the following

Application or Notice	Fee
Temporary event notice	£21
Theft, loss etc. of temporary event notice	£10.50
Theft, loss etc. of premises licence or summary	£10.50
Application for a provisional statement where premises being built	£315.00
Notification of change of name or address	£10.50
Application to vary licence to specify individual as premises supervisor	£23
Application for transfer of premises licence	£23
Interim authority notice following death etc. of licence holder	£23
Theft, loss, etc. of certificate or summary	£10.50
Notification of change of name or alteration of rules of club	£10.50
Change of relevant registered address of club	£10.50
Right of freeholder etc. to be notified of licensing matter	£21
Minor Variation Application fee	£89.00